

# Memorandum



**Date:** January 20, 2005

Agenda Item No. 7(J)(1)(P)

**To:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager

A handwritten signature in black ink, appearing to read "G. Burgess", written over the printed name of the County Manager.

**Subject:** Professional Services Agreement to provide Preliminary Engineering Services for the North Corridor, Contract No. TR05-NCPE

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The attached Professional Services Agreement between Parsons Transportation Group and Miami-Dade County has been prepared by Miami-Dade Transit (MDT) and is incorporated by reference herein and is recommended for approval.

**PROJECT:** North Corridor Preliminary Engineering

**PROJECT NO.:** TR05-NCPE

**PROJECT LOCATION:** Metrorail extension along the N.W. 27<sup>th</sup> Avenue corridor from approximately the existing Martin Luther King Metrorail Station to the Miami-Dade/Broward County Line.

**PROJECT DESCRIPTION:** Professional Services Agreement (PSA) to perform Preliminary Engineering (PE) design services for the North Corridor Metrorail Extension project. The preliminary engineering design must be acceptable to the community, constructed within the established budget and implemented within the accelerated schedule established by Miami-Dade Transit (MDT) for completion in December 2012. The required services include: the completion of the Preliminary Engineering design to the level required by the Federal Transit Administration (FTA) to proceed into Final Design (to approximately a thirty percent completion level); assisting MDT in obtaining the Record of Decision and securing FTA approval to enter into Final Design. Consulting services may include, but not be limited to, assisting MDT in updating and submitting New Starts reports on an annual basis, during preliminary and final design phases and until the Full Funding Grant Agreement (FFGA) is signed or until MDT deems appropriate. Assisting MDT in preparing and negotiating the FFGA with the FTA is included as an option in the event that the project is selected to receive Federal funding. In order to accelerate the completion of the North Corridor, Miami-Dade County will include an option in this contract to provide subsequent Final Design services and Post Design services for the North Corridor.

**PROJECT BUDGET:** \$12 million

**CONTRACT PERIOD:** 36 months

**CONTRACT DURATION:** 36 months

**FIRM:** Parsons Transportation Group

**LOCATION OF FIRM:** Local Office: 7600 Corporate Center Drive, Suite 500  
Miami, Florida 33126

Home Office: 1133 15<sup>th</sup> Street, NW  
Washington D.C. 20005-2701

**COMPANY PRINCIPALS:** James R. Shappell  
Ron Freeland, Principal-in-charge

**GENDER/ETHNICITY  
(COMPANY):** Male / White

**HOW LONG IN BUSINESS:** Since 1944 (60 years)

**PREVIOUS AGREEMENT  
WITH COUNTY:** \$500,000 DERM

**AGREEMENT AMOUNT:** A not to exceed ceiling of \$12,900,929.53. This maximum  
compensation includes an allowance account in the  
amount of \$1,172,811.78 for unforeseen changes, as per  
section 2-8.1 (h)(3) of the Miami-Dade County Code.

**FUNDING SOURCE:** Federal Transit Administration (FTA) - 50%  
Florida Department of Transportation (FDOT) & Other  
Local Sources – 25%  
Charter County Transit Surtax – 25%

At this time, it is estimated that 25% of this project will be funded by the Surtax. However, should Federal or State contributions differ from anticipated levels, that percentage may be adjusted accordingly. Such adjustments, to the extent that they exist, will be summarized in the annual update of the Pro Forma.

This project was included in Ordinance No. 02-116, Exhibit 1- "People's Transportation Plan Rapid Transit Improvements," adopted by the Board on July 9, 2002.

Since proceeds from the Charter County Transit System Sales Surtax levied pursuant to Section

29.121 of the Code of Miami-Dade County may be used to pay for all or some part of the cost of this contract, no award of this contract shall be effective and thereby give rise to a contractual relationship with the County unless and until the following have occurred: 1) the County Commission awards the contract, and such award becomes final (either by expiration of 10 days after such award without veto by the Mayor, or by Commission override of a veto); and, 2) either, i) the Citizens' Independent Transportation Trust (CITT) has approved same, or, ii) in response to the CITT's disapproval, the County Commission re-affirms its award by two-thirds (2/3) vote of the Commission's membership and such reaffirmation becomes final.

**DBE GOAL:** 20%

**JUSTIFICATION:**

A Notice to Professional Consultants (NTPC) was advertised on July 2, 2004. There were four proposals submitted on August 13, 2004, in response to the NTPC. All of the proposers were found responsive in meeting the minimum requirements listed in the NTPC. First and Second Tier meetings were conducted and a selection was made. The Selection Committee appointed by the County Manager recommended that negotiations be conducted with Parsons Transportation Group. The County Manager concurred with the Selection Committee and on October 27, 2004, the first negotiation meeting was held.

The negotiated scope includes:

- Perform Preliminary Engineering design to the level required by FTA to proceed into Final Design, estimated to be approximately 30%. All work shall be conducted in accordance with Federal regulations and National Environmental Policy Act (NEPA).
- Assist MDT in obtaining the Record of Decision and securing FTA approval to enter into Final Design.

In order to accelerate the completion of the North Corridor, this contract includes options to provide subsequent Final Design Services and Post Design Services. In the event the County decides to exercise these options, the work will be negotiated and authorized through the issuance of a work order after the approval of a supplemental agreement by the Board. It is estimated that the Final Design Services for the entire North Corridor may be in the range of \$30 to \$40 million, with Post Design Services also estimated in the range of \$30 to \$40 million.

In the event the County decides to exercise the options included in the contract for final design services and post design services, the MDT Director shall be authorized to adjust overhead rates on a yearly basis thereafter, based on uncontested overhead audits performed by

governmental agencies. This will result in a more equitable payment of overhead for both the County and the Consultant and complies with Federal requirements.

After numerous negotiation sessions, the Negotiation Committee arrived at a not-to-exceed number it felt was fair and reasonable for preliminary engineering services on the North Corridor. Based on the above, it is recommended this agreement be awarded in the not-to-exceed amount of \$12,900,929.53 to Parsons Transportation Group.

**USING AGENCY:** Miami-Dade Transit

**MANAGING AGENCY:** Miami-Dade Transit

**FISCAL IMPACT:** The fiscal impact will be \$12,900,929.53. The amount of this contract is part of the total project budget of \$873 million and is included in the Pro Forma which anticipates an estimated 50% funding from FTA, 25% from FDOT and other local sources and 25% to be drawn from the Charter County Transit Surtax. Should Federal or State contributions differ from anticipated levels, those percentages may be adjusted accordingly. Such adjustments, to the extent that they exist, will be summarized in the annual update of the Pro Forma. This project was included in Ordinance No. 02-116, Exhibit 1 - PTP Rapid Transit Improvements, passed and adopted by the Board on July 9, 2002.

**CLEARING HOUSE FOR POSTING NOTICE:** Provisions Included

**INSPECTOR GENERAL:** Provisions Included\*

**INDEPENDENT PRIVATE SECTOR INSPECTOR GENERAL:** Provisions Included\*

**ALLOWANCE/CONTINGENCY ORDINANCE NO. 00-65:** \$1,172,811.78 - Within Guidelines (10% - Professional Services Agreement).

**APPROVED AS TO LEGAL SUFFICIENCY:**

  
Assistant County Manager

  
Assistant County Attorney

11/29/04  
Date

\_\_\_\_\_  
Date

\*As a result of a recent FTA audit, IG services on Federally funded projects will be paid by the user department based on reasonable and allowable actual expenses in accordance with Federal cost accounting principles.



MIAMI-DADE COUNTY  
AWARD RECOMMENDATION  
PROFESSIONAL SERVICES AGREEMENT

Date: \_\_\_\_\_

**Thru:** Budget Department  
**To:** County Manager's Office

**Project Title:** North Corridor Preliminary Engineering

**Contract No.:** TR05-NCPE

Project Budget:..... \$12,000,000.00  
Recommended Amount of Contract:..... \$12,900,929.53

Contract Period: 36 months  
Number of proposals received: 4  
Number of presentations at public hearing: 3

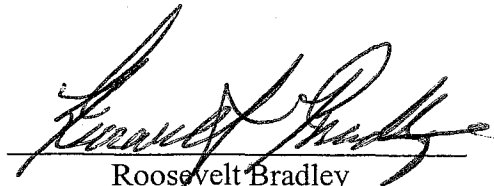
It is recommended that a Contract be awarded to:

Firm Name: Parsons Transportation Group Inc.  
Address: 7600 Corporate Center Drive, Suite 5001, Miami, Florida 33126

**Explanation:** (Description of need for project; details of project; explanation of bid)

SEE ATTACHMENT "A"

**Signature:**

  
Roosevelt Bradley

**Title:**

Director

**Department:**

Miami-Dade Transit

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**FUNDS BUDGETED**

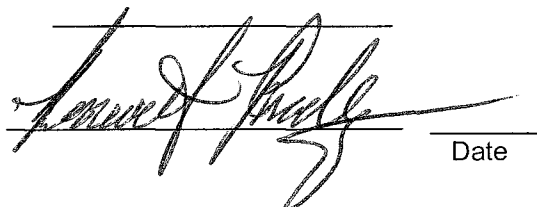
Code: \_\_\_\_\_

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**BUDGET DEPARTMENT CERTIFICATION  
FUNDS AVAILABLE**

Code: \_\_\_\_\_

By: \_\_\_\_\_

  
Date \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_

“ATTACHMENT A”

MIAMI-DADE TRANSIT

AWARD RECOMMENDATION

PROJECT NAME: NORTH CORRIDOR PRELIMINARY ENGINEERING

CONTRACT NUMBER: TR05-NCPE

Professional Services Agreement (PSA) to perform Preliminary Engineering (PE) design services for the North Corridor Metrorail Extension project. The preliminary engineering design must be acceptable to the community, constructed within the established budget and implemented within the accelerated schedule established by Miami-Dade Transit (MDT) for completion in December, 2012. The required services are divided into two phases: the first phase includes the completion of the Preliminary Engineering design to the level required by the Federal Transit Administration (FTA) to proceed into Final Design (to approximately a thirty percent completion level); the second phase is to assist MDT in securing FTA approval to enter into Final Design. Consulting services may include, but not be limited to, assisting MDT in updating and submitting New Starts reports on an annual basis, during preliminary and final design phases and until the Full Funding Grant Agreement (FFGA) is signed or until MDT deems appropriate. Assisting MDT in preparing and negotiating the FFGA with the FTA is included as an option in the event that the project is selected to receive Federal funding. In order to accelerate the completion of the North Corridor, Miami-Dade County will include an option in this contract to provide subsequent Final Design services and Post Design services for the North Corridor.

The funding source for this project is as follows:

Federal Transit Administration (FTA) - 50%

Florida Department of Transportation (FDOT) & Other Local Sources – 25%

Charter County Transit Surtax – 25%

This project was included in Ordinance No. 02-116, Exhibit 1-“People’s Transportation Plan Rapid Transit Improvements” adopted by the Board on July 9, 2002.

Since proceeds from the Charter County Transit System Sales Surtax levied pursuant to Section 29.121 of the Code of Miami-Dade County may be used to pay for all or some part of the cost of this contract, no award of this contract shall be effective and thereby give rise to a contractual relationship with the County unless and until the following have occurred: 1) the County Commission awards the contract, and such award becomes final (either by expiration of 10 days after such award without veto by the Mayor, or by Commission override of a veto); and, 2) either, i) the Citizens’ Independent Transportation Trust (CITT) has approved same, or, ii) in response to the CITT’s disapproval, the County Commission re-affirms its award by two-thirds (2/3) vote of the Commission’s membership and such reaffirmation becomes final.

A 20% Disadvantaged Business Enterprises (DBE) goal has been established and approved by DBD for this project.

The Director of Miami-Dade Transit shall be the Contracting Officer.



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**DATE:** January 20, 2005

**FROM:** Robert A. Ginsburg  
County Attorney

**SUBJECT:** Agenda Item No. 7(J)(1)(P)

Please note any items checked.

- ☐ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Bid waiver requiring County Manager's written recommendation
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☐ Housekeeping item (no policy decision required)
- ☐ No committee review

7

Approved \_\_\_\_\_ Mayor

Agenda Item No. 7(J)(1)(P)

Veto \_\_\_\_\_

01-20-05

Override \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN MIAMI-DADE COUNTY AND PARSONS TRANSPORTATION GROUP, TO PROVIDE PRELIMINARY ENGINEERING SERVICES FOR THE NORTH CORRIDOR, CONTRACT NO. TR05-NCPE, IN AN AMOUNT NOT TO EXCEED \$12,900,929.53

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board approves the execution of a Professional Services Agreement with Parsons Transportation Group to provide preliminary engineering services for the North Corridor, Contract No. TR05-NCPE in an amount not to exceed \$12,900,929.53; in substantially the form attached hereto and made a part thereof; and authorizes the County Manager to execute same for and on behalf of Miami-Dade County.

The foregoing resolution was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

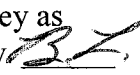
Joe A. Martinez, Chairman	
Dennis C. Moss, Vice-Chairman	
Bruno A. Barreiro	Dr. Barbara Carey-Shuler
Jose "Pepe" Diaz	Carlos A. Gimenez
Sally A. Heyman	Barbara J. Jordan
Dorrian D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 20<sup>th</sup> day of January, 2005. This resolution shall become effective as follows: (1) ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board, and (2) either i) the Citizens' Independent Transportation Trust (CITT) has approved same, or ii) in response to the CITT's disapproval, the County Commission reaffirms its award by two-thirds (2/3) vote of the Commission's membership and such reaffirmation becomes final.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency 

Bruce Libhaber

# Memorandum



**Date:** November 24, 2004

**To:** George M. Burgess  
County Manager

**From:** Isabel Padron, P.E. *Isabel Padron*  
Negotiation Committee

**Subject:** MDT - North Corridor Preliminary Engineering Design Service, PTP CICC Project No. E04-MDT-01, PTP; MDT Project No. TR05-NCPE

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In response to the County Manager's Memorandum dated October 6, 2004 the designated Negotiations Committee conducted the process of negotiations for the subject project. Attached, for your approval, is a Non-exclusive Professional Services Agreement with the following Consultant Team:

Parsons Transportation Group, Inc.

**Sub-Consultants**

Earth Tech Consulting, Inc.  
H.J. Ross Associates, Inc.  
Nova Consulting, Inc.  
BND Engineers, Inc.  
Ronald E. Frazier and Associates, P.A.  
B. Mumford and Company  
Southern Resource Mapping of Miami, Inc.  
HP Consultants, Inc.  
Intercounty Laboratories – USL, Inc.  
Parsons Water Infrastructure & Technology

**GENERAL DESCRIPTION OF THE PROJECT**

The services requested include performing Preliminary Engineering design for the North Corridor Metrorail Extension project to the level required by the Federal Transit Administration (FTA) to obtain approval to enter into Final Design and to assist Miami-Dade Transit (MDT) in securing FTA approval to initiate Final Design.

The Consultant's Team may be required to update and submit a New Starts report during the Preliminary Engineering phase of the project.

**TOTAL COST AND SOURCE OF FUNDING**

Total amount under this Agreement is limited to a maximum of \$12,900,929.53, which includes an allowance account in the amount of \$1,172,811.78, for all services described in the General Description of the Project, above. The total cost of services will be defrayed from funds allocated for that purpose by Miami-Dade Transit from federal sources and the County's Sales Surtax for Transportation.

**SELECTION PROCESS**

The Consultant Selection process was conducted in accordance with Section 2-10.4 (6) of the Code of Miami-Dade County, as authorized by the County Manager's memoranda dated June 28, 2004. The

designated Consultant Selection Committee (CSC) met on September 8, 2004 and September 14, 2004 to prescreen consultants. The prescreening process included the review of the material submitted by four (4) teams of firms in response to the public notice. As a result of the prescreening process, the top three teams were invited to the Second Tier Meeting with oral presentations on September 24, 2004.

As a result of the Second Tier Meeting, the CSC unanimously concurred to proceed to negotiations with the highest-ranking team of Parsons Transportation Group, Inc. The CSC recommendations were submitted to the Office of the County Manager on September 24, 2004. The Negotiation Committee, appointed by the County Manager, undertook and successfully completed negotiations of the attached Agreement on November 18, 2004.

#### NEGOTIATION PROCESS AND CONSULTANT FEES

The first negotiation meeting with the Consultant was held on October 27, 2004 to discuss the scope of work. Further negotiation meetings were conducted on November 1, 2004, November 4, 2004, November 8, 2004, November 16, 2004 and November 18, 2004 to discuss the Consultant's Proposals dated November 1, 2004, November 8, 2004, November 15, 2004, November 17, 2004 and November 18, 2004, respectively. At these meetings the items discussed were: further clarifications in the scope of work, level of effort required to perform the work, maximum allowed direct hourly rates, principals' rates, office overhead, multipliers and direct reimbursable expense items.

At the November 18, 2004 meeting, the CSC passed a motion to approve the total amount for this Agreement not to exceed \$12,912,892.36. This amount includes the allowance account of \$1,173,899.31. As a result, the best and final offer in the amount of \$12,900,929.53, including the allowance account of \$1,172,811.78, was received on November 24, 2004.

A Disadvantage Business Enterprise (DBE) utilization goal of twenty percent (20%) has been established for this contract.

#### TIMETABLE

Upon final execution of this professional Services Agreement, the agreement shall remain in full force and effect for a period of thirty-six (36) months. This Agreement will be administered by MDT on a Work Order basis.


C. Surinder Sahota, P.E. – Miami-Dade Transit  
Gaspar Miranda, P.E. – Miami-Dade County Public Works  
Fernando V. Ponassi – Miami-Dade Capital Improvements Construction Coordination

Bill Johnson, Assistant County Manager  
Roosevelt Bradley, Director, Miami-Dade Transit  
George Navarrete – Acting, Assistant Director, Miami-Dade Transit

# Memorandum



**Date:** October 7, 2004  
**To:** Those Listed Below  
**From:** Fernando V. Ponassi  
A&E Consultant Selection Coordinator  
Office of Capital Improvements Construction Coordination  
**Subject:** Consultant Selection Results for CICC Project No. E04-MDT-01, PTP  
North Corridor Preliminary Engineering (PE)

A handwritten signature in black ink, appearing to be "F. Ponassi", is written over the "From" field.

Please be advised that the consultant selection process, for the subject project, has been concluded in accordance with the requirements of Section 2-10.4 of the Dade County Code and the attached approval of the recommended firms have been selected to provide the desired professional services to Miami-Dade County.

On behalf of the County Manager, Roger Hernstadt and myself, I would like to thank you for your cooperation and participation in the consultant selection process.

cc: **COMPETITIVE SELECTION COMMITTEE MEMBERS:**

Isabel Padron, MDT  
Surinder Sahota, MDT  
Gaspar Miranda, PWD  
Jose Lopez, DERM  
Betty Alexander, DBD

Attachment



# Memorandum



**Date:** October 7, 2004

**To:** Linda Cave  
County Clerk Division

**From:** Fernando V. Ponassi  
A&E Consultant Selection Coordinator  
Office of Capital Improvements Construction Coordination

A handwritten signature in black ink, appearing to be "F. Ponassi", written over a large, loopy "O" or "D" shape.

**Subject:** Consultant Selection Results for Miami-Dade Transit Department  
North Corridor Preliminary Engineering (PE)  
CICC Project No. E04-MDT-01, PTP

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Please take the necessary action to have the attached report placed in the public records consistent with the requirements of Section 2-10.4 of the Code of Miami-Dade County.

Your assistance in this matter is greatly appreciated.

A handwritten signature in black ink, appearing to be "L. Cave", written in a cursive style.

CLERK OF THE BOARD  
2004 OCT -7 PM 1:21  
CLERK, CIRCUIT E. COUNTY COURTS  
DADE COUNTY, FLA.  
#1

pc: Diane Collins, Assistant Director, Clerk of the Board Division  
File

egs P:\PSA\ENGINEERING PROJECTS\2004 Engineering Projects\E04-MDT-01, PTP\Project Concluded\Sub-Folder  
Project Concluded\Clerk of Board Memo 10-6-04.doc

# Memorandum



**Date:** September 24, 2004

**To:** Carlos F. Bonzon, P.H.D., P.E.  
Surface Transportation Manager

**From:** *[Signature]*  
Roger T. Hernstadt  
Capital Improvements Coordinator  
Capital Improvements Construction Coordination

**Subject:** Miami-Dade County Transit Department (MDT)  
North Corridor Preliminary Engineering (PE)  
CICC Project No. E04-MDT-01, PTP

The evaluation and selection of consultant(s) for the above referenced solicitation has been concluded. To date, negotiations with the firm are still pending and the A&E selection process has taken a total of ~~68 working days, 32 of which are CICC's total processing time~~. Please refer to Luisa Millan Donovan's memo, dated September 24, 2004, for a detailed account of the time it has taken to complete this solicitation.

The scope of services will include performing Preliminary Engineering (PE) design services for the North Corridor Metrorail Extension project. The proposed North Corridor Metrorail Extension project consists of an extension to the existing Metrorail (elevated, heavy rail) line of approximately 9.5 miles that will operate along the N.W. 27<sup>th</sup> Avenue corridor from approximately the existing Martin Luther King Metrorail Station to the Miami-Dade/Broward County line. Seven stations are planned along the alignment at strategic points. The project is listed in the 2025 Miami Dade Long Range Transportation Plan (LRTP) as a Priority I project. A Priority I project identifies a critical need that requires a response to immediate local and regional transportation problems. MDT requires the services of a consultant to perform PE design services for the North Corridor Extension project. The preliminary engineering design must be acceptable to the community, constructed within the established budget and implemented within the accelerated schedule established by MDT. The required services are divided into two phases: the first phase includes the completion of the Preliminary Engineering design to the level required by the Federal Transit Administration (FTA) to obtain approval to enter into Final Design and the second phase is to assist MDT in securing FTA approval to initiate Final Design. The duration of the non-exclusive Professional Services Agreement will be three (3) years, with an estimated value of \$12,000,000.

The attached information describes the Competitive Selection Committee's (CSC) recommendation(s) for negotiations. The First-Tier Ranking Summary reflects the overall preliminary ranking of the teams qualifications (excluding dollars awarded/paid): Parsons Transportation Group, Inc., HDR, Engineering, Inc., Jacobs Civil, Inc., and Wilbur Smith Associates, Inc., respectively. The First-Tier Ranking Summary also reflects the overall final ranking of the teams from the First-Tier (inclusive of qualifications and dollars awarded/paid): Parsons Transportation Group, Inc., HDR, Engineering, Inc., Jacobs Civil, Inc., and Wilbur Smith Associates, Inc., respectively. Please be advised that pursuant to Administrative Order 3-39, the CSC determined to proceed to the Second-Tier phase; therefore, a Second-Tier Meeting was held on September 24, 2004. The Second-Tier Final Ranking Summary reflects the overall final ranking of the teams qualifications: Parsons Transportation Group, Inc., Jacobs Civil, Inc., and HDR,

Engineering, Inc., respectively. The CSC unanimously concurred to proceed to negotiations with the highest-ranking team from the Second-Tier meeting, Parsons Transportation Group, Inc.

Due to the particular restrictions placed in the Notice To Professional Consultants (NTPC) for the subject solicitation, "Prime and subconsultants selected for the E03-MDT-01, Program Management Consulting (PMC) Services for the People's Transportation Plan will not be allowed to participate on this North Corridor Preliminary Engineering Design Services." Furthermore, in a memorandum dated August 4, 2004, the County Manager advised Mayor Penelas and the Board of County Commissioners that "...if a firm (prime or sub) is selected for the North Corridor they will automatically forfeit their right to participate further on the PMC, even though they have been short-listed on the PMC selection." Therefore, please be advised that if Parsons Transportation Group, Inc. is approved for negotiations on the North Corridor project, they will be eliminated from the PMC selection, leaving only one qualified team of firms to be considered.

This document requires your review and the County Manager's signature prior to initiating negotiations. Upon completion of your review, please return the document to my attention.

#### Attachments

c: Pedro G. Hernandez, Assistant County Manager  
Roosevelt Bradley, Director, Miami-Dade County Transit Department

**MIAMI-DADE COUNTY TRANSIT DEPARTMENT  
NORTH CORRIDOR PRELIMINARY ENGINEERING (PE)  
CICC PROJECT NO. E04-MDT-01, PTP  
1 AGREEMENT - 20% DISADVANTAGED BUSINESS ENTERPRISE GOAL  
FIRST-TIER RANKING SUMMARY  
COMPETITIVE SELECTION COMMITTEE MEETINGS  
SEPTEMBER 8 AND 14, 2004**

**PRELIMINARY RANKING (1)**

1. Parsons Transportation Group, Inc.  
Subconsultants  
Parsons Water & Infrastructure, Inc.  
Earth Tech Consulting, Inc.  
H.J. Ross Associates, Inc.  
BND Engineers, Inc.  
Intercounty Laboratories – USL, Inc.  
B. Mumford & Company  
Nova Consulting, Inc.  
Ronald Frazier and Associates, P.A., Architects  
Southern Resource Mapping of Miami, Inc.  
HP Consultants, Inc.
2. HDR Engineering, Inc.  
Subconsultants  
Edwards and Kelcey, Inc.  
HNTB Corporation  
Manuel Padron & Associates, Inc.  
Southern Resource Mapping of Miami, Inc.  
Media Relations Group, LLC  
B. Mumford & Company  
Wolfberg/Alvarez and Partners, Inc.  
Barnes, Ferland and Associates, Inc.  
Geosol, Inc.  
Nodarse & Associates, Inc.  
Carney-Neuhaus, Inc.  
LKG-CMC, Inc.  
Leiter, Perez & Associates, Inc.  
Curtis & Rogers Design Studio, Inc.  
Greyhawk North America, LLC  
The Hall Group, Inc.  
Construction Control Services Corp.  
Hatch Mott MacDonald Florida, LLC

**FINAL RANKING OF RESPONDENTS (2)**

1. Parsons Transportation Group, Inc.  
Subconsultants  
Parsons Water & Infrastructure, Inc.  
Earth Tech Consulting, Inc.  
H.J. Ross Associates, Inc.  
BND Engineers, Inc.  
Intercounty Laboratories – USL, Inc.  
B. Mumford & Company  
Nova Consulting, Inc.  
Ronald Frazier and Associates, P.A., Architects  
Southern Resource Mapping of Miami, Inc.  
HP Consultants, Inc.
2. HDR Engineering, Inc.  
Subconsultants  
Edwards and Kelcey, Inc.  
HNTB Corporation  
Manuel Padron & Associates, Inc.  
Southern Resource Mapping of Miami, Inc.  
Media Relations Group, LLC  
B. Mumford & Company  
Wolfberg/Alvarez and Partners, Inc.  
Barnes, Ferland and Associates, Inc.  
Geosol, Inc.  
Nodarse & Associates, Inc.  
Carney-Neuhaus, Inc.  
LKG-CMC, Inc.  
Leiter, Perez & Associates, Inc.  
Curtis & Rogers Design Studio, Inc.  
Greyhawk North America, LLC  
The Hall Group, Inc.  
Construction Control Services Corp.  
Hatch Mott MacDonald Florida, LLC

3. Jacobs Civil, Inc.

Subconsultants

Jacobs Facilities, Inc.  
Allen and Associates, P.A.  
Cherokee Enterprises, Inc.  
Curtis & Rogers Design Studio, Inc.  
EBS Engineering, Inc.  
EDAW, Inc.  
Geosol, Inc.  
Hammond & Associates, Inc.  
Kan Mehta & Associates  
LKG-CMC, Inc.  
Manuel G. Vera and Associates, Inc.  
Media Relations Group, LLC  
Metric Engineering, Inc.  
PGH Wong Engineering, Inc.  
Woolpert LLP  
Gulf Coast Property Acquisition, Inc.  
Harris Miller Miller & Hanson, Inc.  
Corrpro Companies, Inc.  
The Morris Group Incorporated DBA Sonshine  
Communications

4. Wilbur Smith Associates, Inc.

Subconsultants

Washington Group International, Inc.  
Camp Dresser McKee, Inc.  
Gannett Fleming, Inc.  
Carney-Neuhaus, Inc.  
Laura Llerena & Associates, Inc.  
Nodarse & Associates, Inc.  
Ronald E. Frazier and Associates, P.A.  
Leiter, Perez & Associates, Inc.  
Southern Resource Mapping of Miami, Inc.

3. Jacobs Civil, Inc.

Subconsultants

Jacobs Facilities, Inc.  
Allen and Associates, P.A.  
Cherokee Enterprises, Inc.  
Curtis & Rogers Design Studio, Inc.  
EBS Engineering, Inc.  
EDAW, Inc.  
Geosol, Inc.  
Hammond & Associates, Inc.  
Kan Mehta & Associates  
LKG-CMC, Inc.  
Manuel G. Vera and Associates, Inc.  
Media Relations Group, LLC  
Metric Engineering, Inc.  
PGH Wong Engineering, Inc.  
Woolpert LLP  
Gulf Coast Property Acquisition, Inc.  
Harris Miller Miller & Hanson, Inc.  
Corrpro Companies, Inc.  
The Morris Group Incorporated DBA Sonshine  
Communications

4. Wilbur Smith Associates, Inc.

Subconsultants

Washington Group International, Inc.  
Camp Dresser McKee, Inc.  
Gannett Fleming, Inc.  
Carney-Neuhaus, Inc.  
Laura Llerena & Associates, Inc.  
Nodarse & Associates, Inc.  
Ronald E. Frazier and Associates, P.A.  
Leiter, Perez & Associates, Inc.  
Southern Resource Mapping of Miami, Inc.

**MIAMI-DADE TRANSIT DEPARTMENT  
NORTH CORRIDOR PRELIMINARY ENGINEERING (PE) DESIGN SERVICES  
CICC PROJECT NO. E04-MDT-01, PTP  
1 AGREEMENT - 20% DISADVANTAGED BUSINESS ENTERPRISE GOAL  
SECOND-TIER RANKING SUMMARY  
COMPETITIVE SELECTION COMMITTEE MEETING  
SEPTEMBER 24, 2004**

**FINAL RANKING OF RESPONDENTS**

Parsons Transportation Group, Inc.

Subconsultants

Parsons Water & Infrastructure, Inc.  
Earth Tech Consulting, Inc.  
H.J. Ross Associates, Inc.  
BND Engineers, Inc.  
Intercounty Laboratories – USL, Inc.  
B. Mumford & Company  
Nova Consulting, Inc.  
Ronald Frazier and Associates, P.A., Architects  
Southern Resource Mapping of Miami, Inc.  
HP Consultants, Inc.

The following teams of firms are the alternates:

1. Jacobs Civil, Inc.

Subconsultants

Jacobs Facilities, Inc.  
Allen and Associates, P.A.  
Cherokee Enterprises, Inc.  
Curtis & Rogers Design Studio, Inc.  
EBS Engineering, Inc.  
EDAW, Inc.  
Geosol, Inc.  
Hammond & Associates, Inc.  
Kan Mehta & Associates  
LKG-CMC, Inc.  
Manuel G. Vera and Associates, Inc.  
Media Relations Group, LLC  
Metric Engineering, Inc.  
PGH Wong Engineering, Inc.  
Woolpert LLP  
Gulf Coast Property Acquisition, Inc.  
Harris Miller Miller & Hanson, Inc.  
Corrpro Companies, Inc.  
The Morris Group Incorporated DBA Sonshine Communications

2. HDR Engineering, Inc.

Subconsultants

Edwards and Kelcey, Inc.

HNTB Corporation

Manuel Padron & Associates, Inc.

Southern Resource Mapping of Miami, Inc.

Media Relations Group, LLC

B. Mumford & Company

Wolfberg/Alvarez and Partners, Inc.

Barnes, Ferland and Associates, Inc.

Geosol, Inc.

Nodarse & Associates, Inc.

Carney-Neuhaus, Inc.

LKG-CMC, Inc.

Leiter, Perez & Associates, Inc.

Curtis & Rogers Design Studio, Inc.

Greyhawk North America, LLC

The Hall Group, Inc.

Construction Control Services Corp.

Hatch Mott MacDonald Florida, LLC

# Memorandum



**Date:** September 24, 2004

**To:** Roger Hernstadt  
Capital Improvements Coordinator  
Office of Capital Improvements Construction Coordination

**From:** Luisa Millan Donovan, Division Director  
Capital Improvements Construction Coordination  
*Luisa M. Donovan*

**Subject:** Miami-Dade County Transit Department (MDT)  
North Corridor Preliminary Engineering (PE)  
CICC Project No. E04-MDT-01, PTP

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The evaluation and selection of consultant(s) for the above referenced solicitation has been concluded. The attached documentation is the competitive selection committee's recommendation(s) to the County Manager for negotiations. The following summary of information is for the above referenced solicitation:

- June 18, 2004 - Request to Advertise received
- July 2, 2004 - Advertisement
- August 13, 2004 - Proposals submitted
- August 24, 2004 - Compliance Review requested to MDT
- September 2, 2004 - Compliance Review received from MDT
- September 8, 2004 - First-Tier Meeting
- September 14, 2004 - Second First-Tier Meeting
- September 24, 2004 - Second-Tier Meeting



# Memorandum



**Date:** September 24, 2004

**To:** George M. Burgess  
County Manager

**From:** Fernando V. Ponassi, Coordinator  
Chairperson, Competitive Selection Committee  
Capital Improvements Construction Coordination

**Subject:** NEGOTIATION AUTHORIZATION  
Miami-Dade County Transit Department (MDT)  
North Corridor Preliminary Engineering (PE)  
CICC Project No. E04-MDT-01, PTP

The Competitive Selection Committee has completed the evaluation of proposals submitted in response to the above referenced CICC Project No. following the guidelines published in the Notice To Professional Consultants (NTPC).

**CICC Project No.:** E04-MDT-01, PTP

**Project Title:** North Corridor Preliminary Engineering (PE)

**Scope of Services:** The scope of services will include performing Preliminary Engineering (PE) design services for the North Corridor Metrorail Extension project. The proposed North Corridor Metrorail Extension project consists of an extension to the existing Metrorail (elevated, heavy rail) line of approximately 9.5 miles that will operate along the N.W. 27<sup>th</sup> Avenue corridor from approximately the existing Martin Luther King Metrorail Station to the Miami-Dade/Broward County line. Seven stations are planned along the alignment at strategic points. The project is listed in the 2025 Miami Dade Long Range Transportation Plan (LRTP) as a Priority I project. A Priority I project identifies a critical need that requires a response to immediate local and regional transportation problems.

MDT requires the services of a consultant to perform PE design services for the North Corridor Extension project. The preliminary engineering design must be acceptable to the community, constructed within the established budget and implemented within the accelerated schedule established by MDT. The required services are divided into two phases: the first phase includes the completion of the Preliminary Engineering design to the level required by the Federal Transit Administration (FTA) to obtain approval to enter into Final Design and the second phase is to assist MDT in securing FTA approval to initiate Final Design.

The NTPC does not include a detailed scope of services but rather a general description of the expected services to be provided by the consultant. The description is provided so that the consultant can judge

the level of effort required, develop team strategies and to encourage innovative approaches to perform the work.

The starting point for the PE design effort will be the concept plan contained in the revised Final Environmental Impact Statement (FEIS), under development by the HNTB Corporation. The FEIS concept plan is assumed to be the final alignment although minor modifications may be necessary to meet the engineering design criteria requirements and to minimize right of way acquisition.

**Term of contract:** The duration of the non-exclusive Professional Services Agreement will be three (3) years, with an estimated value of \$12,000,000.

**Review Committee:** The Review Committee recommended a twenty (20) percent Disadvantaged Business Enterprise (DBE) goal on, June 3, 2004.

**Date of County Manager's approval to advertise/initiate:** June 10, 2004

**Number of solicitations and announcements issued:**

112 NTPC's downloaded from Department of Procurement Management's website  
04 NTPC's picked-up from the Vendor Information Center  
05 Advertisements in periodicals  
769 Announcements issued to potential proposers (E-Mailed and Faxed)

**Date of Pre-Submittal Project Briefing:** July 14, 2004

**Number of addenda and dates issued:** Addendum No. 1 issued on July 15, 2004

**Deadline for receipt of proposals:** August 13, 2004

**Number of proposals received:** Four (4)

**Name of Proposers:** Please refer to the attached List of Respondents.

**Competitive Selection Committee (CSC) meeting dates:** First-Tier – September 8, 2004  
Second First-Tier – September 14, 2004  
Second-Tier – September 24, 2004

**MDT verification of eligibility or compliance with contract measures:**  
Please refer to the attached compliance review.

**Other Information:**

**Summary of Competitive Selection Committee scores:**

Please refer to the attached First-Tier and Second-Tier Disparity and Final Ranking Reports.

Pursuant to Section 2-10.4 (6) of the Code of Miami-Dade County, CICC hereby requests the following Negotiation Committee be approved by the County Manager, for the purpose of negotiating a non-exclusive professional service agreement with the top ranked firm, as listed below:

1. Isabel Padron, MDT
2. Surinder Sahota, MDT
3. Gaspar Miranda, PW

**Request for authorization to enter negotiations:**

Pursuant to the above captioned code, it is hereby requested that the County Manager approve the selection of the following consulting firms, in the following order of preference, for negotiations:

**RANKING OF RESPONDENTS  
SELECTION FOR PSA NEGOTIATION  
ONE (1) AGREEMENT with 20% DBE GOAL**

**Parsons Transportation Group**

Subconsultants

Parsons Water & Infrastructure, Inc.  
Earth Tech Consulting, Inc.  
H.J. Ross Associates, Inc.  
BND Engineers, Inc.  
Intercounty Laboratories – USL, Inc.  
B. Mumford & Company  
Nova Consulting, Inc.  
Ronald Frazier and Associates, P.A., Architects  
Southern Resource Mapping of Miami, Inc.  
HP Consultants, Inc.

The following teams of firms are the alternates:

**1. Jacobs Civil, Inc.**

Subconsultants

Jacobs Facilities, Inc.  
Allen and Associates, P.A.  
Cherokee Enterprises, Inc.  
Curtis & Rogers Design Studio, Inc.  
EBS Engineering, Inc.  
EDAW, Inc.  
Geosol, Inc.  
Hammond & Associates, Inc.  
Kan Mehta & Associates  
LKG-CMC, Inc.  
Manuel G. Vera and Associates, Inc.  
Media Relations Group, LLC  
Metric Engineering, Inc.  
PGH Wong Engineering, Inc.  
Woolpert LLP  
Gulf Coast Property Acquisition, Inc.  
Harris Miller Miller & Hanson, Inc.  
Corrpro Companies, Inc.  
The Morris Group Incorporated DBA Sonshine Communications

2. HDR Engineering, Inc.

Subconsultants

Edwards and Kelcey, Inc.

HNTB Corporation

Manuel Padron & Associates, Inc.

Southern Resource Mapping of Miami, Inc.

Media Relations Group, LLC

B. Mumford & Company

Wolfberg/Alvarez and Partners, Inc.

Barnes, Ferland and Associates, Inc.

Geosol, Inc.

Nodarse & Associates, Inc.

Carney-Neuhaus, Inc.

LKG-CMC, Inc.

Leiter, Perez & Associates, Inc.

Curtis & Rogers Design Studio, Inc.

Greyhawk North America, LLC

The Hall Group, Inc.

Construction Control Services Corp.

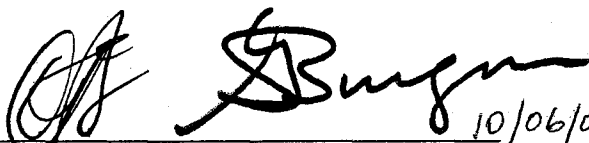
Hatch Mott MacDonald Florida, LLC

If approved, the Negotiation Committee is to proceed with the agreement negotiations pursuant to Section 6 of the above-mentioned Code, and submit the signed agreement(s) ready to be presented to the County Commission for final approval to this office no later than 60 days from the date of this memorandum. Along with the signed agreement(s), transmit a cover memorandum from the Negotiation Committee to the County Manager to include the below listed information, for submission to the Board of County Commissioners as an attachment to the County Manager's memorandum to the Board:

1. A general description of the project(s).
2. The total cost of the project and source of funding.
3. A brief description of the selection process.
4. All consultant fees and how compensation amounts were computed.
5. Estimated project timetables, including the project completion date.

If a satisfactory agreement cannot be reached within the 60-day period, a report is required to be prepared fully explaining all problems resulting from the negotiations, including a request for authorization to begin negotiations with the next scheduled alternate. If negotiations are proceeding within a reasonable timeframe, then negotiations are to continue and the report is to be submitted upon completion. The final agreement(s) and report should be sent to this office.

Authorization to negotiate is:

 10/06/04  
\_\_\_\_\_  
Approved Date Not Approved Date

Attachments:

NTPC

List of Respondents

DBE Compliance Review

First-Tier Disparity Report

First-Tier Final Ranking Report

Second-Tier Disparity Report

Second-Tier Final Ranking Report

c: Clerk of the Board of County Commissioners  
Carlos F. Bonzon, P.H.D., P.E., Surface Transportation Manager  
Roosevelt Bradley, Director, Miami-Dade County Transit Department  
Competitive Selection Committee



# MEMORANDUM

RECEIVED

JUN 23 2004

04 JUN 23 PM 3:2

JUN 28 2004  
MIAMI-DADE COUNTY  
FLORIDA

**To:** Those Listed Below

**Date:**

**From:** George M. Burgess  
County Manager

**Subject:** Selection Committee for the Miami-Dade  
Transit Department North Corridor  
Preliminary Engineering - CICC No.  
E04-MDT-01, PTP

In accordance with Administrative Order 3-34, I am hereby appointing those listed below as the Selection Committee for the Miami-Dade Transit Department North Corridor Preliminary Engineering - CICC No. E04-MDT-01, PTP:

## SELECTION COMMITTEE

Pamela L. Paulk, CICC (Non-Voting Chairperson)  
Isabel Padron, MDT  
Surinder Sahota, MDT  
Gaspar Miranda, PW  
Betty Alexander, DBD  
Jose Lopez, DERM  
Narinder Jolly, MDAD (Alternate)

At the introductory meeting, the panel members will receive proposals and instructions regarding the evaluation and selection process. The First-Tier selection meeting is scheduled to review written material regarding the qualifications of each firm as it relates to the requirements defined in the advertised document. The Selection Committee will evaluate and rate each team of firms. Alternatively, the Selection Committee may waive the Second-Tier selection process by a majority vote and make a final recommendation to the County Manager, that a contract be negotiated with the highest ranked responsive and responsible proposer(s), based on the First-Tier criteria only.

The Selection Committee shall be responsible for evaluating and rating the proposals by each Committee member, based on the criteria and procedure contained in the advertised document. The Selection Committee will first evaluate and rate responsive proposals based on First-Tier selection criteria. You may utilize staff of the issuing department and the using agency to conduct a preliminary review of the proposals for responsiveness to the technical requirements. All requests for specific determinations shall be made in writing to the County Attorney's Office.

You are directed to assist me in the selection process considering the factors delineated in the advertised document. These factors may include qualifications of firms including the team members assigned to the project, knowledge and past experience of similar type projects, past performance of firms, amount of work awarded and paid by the County, ability of team members to interface with the County, knowledge of project scope, ability to provide the required services within schedule and budget and responsiveness to the established requirements.

*Request for Selection Committee*  
*Page 2*

You will be advised of the date, time and place at which the Committee will convene. If you are unable to participate in the Selection process, contact this office through the Department of Business Development (DBD) by memorandum documenting the reason why you cannot participate. Only in cases of dire urgency may you be excused from participation.

The alternate committee member will serve only in the event of an approved substitution. No substitution of committee members shall be allowed after the first official meeting of the committee. The Office of Capital Improvement Construction Coordination's (CICC) Architectural & Engineering Unit may substitute the chairperson to ensure the appropriate level of staffing expertise as deemed necessary to accommodate the needs of this solicitation.

Following the oral presentation, or upon completion of the review process, the Committee shall prepare and submit a memorandum to include a narrative of the evaluation and justification of the top recommended firm(s) based upon the reasoning and mathematical formula, if utilized, and attach supporting documentation and a summary sheet which MUST include the following information:

Name of firm(s)  
Qualification Score(s)  
Adjusted Score (if applicable)  
Committee's Overall Ranking and Recommendation

This report should be submitted to me by CICC for review and consideration for further recommendation for negotiations.

As a matter of administrative policy and to maintain a fair and impartial process, all individuals appointed to the Selection Committee (including the Chairperson) and staff are instructed to refrain from discussing the solicitation with prospective lobbyists and/or consultants. Committee members are reminded that in accordance with the Cone of Silence Ordinance 98-106, they are prohibited from having any communication with potential respondents and/or their representatives. Violation of this policy could lead to termination.

All questions must be directed to the staff contact person(s) designated by CICC.

cc: Roger Hernstadt, Director, CICC  
Roosevelt Bradley, Director, MDT  
Aristides Rivera, P.E., P.L.S., Director, PW  
Marsha E. Jackman, Director, DBD  
John Renfrow, Director, DERM  
Angela Gittens, Director, MDAD

Selection Committee

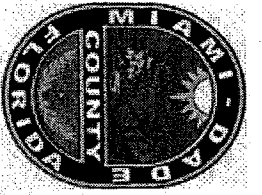
Pamela L. Paulk, CICC (Non-Voting Chairperson)  
Isabel Padron, MDT  
Surinder Sahota, MDT  
Gaspar Miranda, PW  
Betty Alexander, DBD  
Jose Lopez, DERM  
Narinder Jolly, MDAD (Alternate)

**SELECTION COMMITTEE  
MIAMI-DADE TRANSIT DEPARTMENT  
NORTH CORRIDOR PRELIMINARY ENGINEERING**

**CICC NO. E04-MDT-01, PTP**

Committee Member/Title	Department	Start Year With County	Ethnicity/Gender	Education	Professional Licenses	Telephone #
Pamela L. Paulk Non-Voting Chairperson	CICC	---	---	---	---	(305) 375-1109
Isabel Pardron, Acting Chief Design & Engineering	MDT	1995	Hispanic Female	Master of Science in Engineering	P.E.	(305) 375-4504
Surinder Sahota, Chief Transit Construction Division	MDT	1981	Asian Indian Male	Bachelor of Science in Science/Civil Engineering	P.E.	(305) 375-2180
Gaspar Miranda, Chief, Highway Division	PW	1986	Hispanic Male	Master of Science in Public Management Bachelors in Civil Engineering	P.E.	(305) 375-2094
Betty Alexander, Director Business and Professional Development Division	DBD	1975	Black Female	Bachelor of Science in Business Administration	Professional Buyer	(305) 349-5954
Jose Lopez, Chief Water and Sewer Division	DERM	1987	Hispanic Male	Master of Science in Chemical Engineering	P.E.	(305) 372-6511
Narinder Jolly Assistant Aviation Director Facilities Development (Alternate)	MDAD	1978	Asian Indian Male	Bachelors in Architecture	R.A.	(305) 876-7054





MIAMI-DADE COUNTY  
CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION

SECOND TIER DISPARITY REPORT

CICC Project Name: NORTH CORRIDOR PRELIMINARY ENGINEERING DESIGN SERVICES, PTP

CICC Project No: E04-MDT-01, PTP

Measures: 20% DBE

Number of Agreements: 1

Submittal Date: 08/13/2004

CRITERIA 1B

Prime Firm Name

Committee Members  
Betty Alexander Gaspar Miranda

Isabel Padron Jose Lopez Surinder Sahota

Total Average > 33% Low > 33% High

HDR ENGINEERING, INC.

40 43 40 45 43

211 42 28 56

JACOBS CIVIL INC.

45 45 50 45 48

233 47 31 63

PARSONS TRANSPORTATION GROUP INC.

48 48 40 45 43

224 45 30 60

CRITERIA 2B

Prime Firm Name

Committee Members  
Betty Alexander Gaspar Miranda

Isabel Padron Jose Lopez Surinder Sahota

Total Average > 33% Low > 33% High

HDR ENGINEERING, INC.

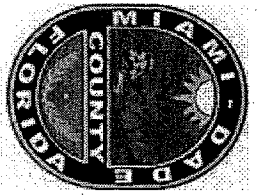
40 35 32 35 36

178 36 24 48

JACOBS CIVIL INC.

40 37 38 35 37

187 37 25 49



# MIAMI-DADE COUNTY CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION

## SECOND TIER DISPARITY REPORT

### CRITERIA 2B

Prime Firm Name	Committee Members					Total	Average	> 33% Low	> 33% High
	Betty Alexander	Gaspar Miranda	Isabel Padron	Jose Lopez	Surinder Sahota				
PARSONS TRANSPORTATION GROUP INC.	40	38	35	40	35	188	38	25	51

### CRITERIA 3B

Prime Firm Name	Committee Members					Total	Average	> 33% Low	> 33% High
	Betty Alexander	Gaspar Miranda	Isabel Padron	Jose Lopez	Surinder Sahota				
HDR ENGINEERING, INC.	8	9	8	8	7	40	8	5	11
JACOBS CIVIL INC.	10	5	9	10	9	43	9	6	12
PARSONS TRANSPORTATION GROUP INC.	10	10	8	10	7	45	9	6	12

### Definitions

- Criteria 1B Knowledge of Project Scope.
- Criteria 2B Qualifications of team members assigned to the project.
- Criteria 3B Ability to provide required services within schedule and budget.
- CICC Capital Improvements Construction and Coordination.



MIAMI DADE COUNTY  
CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION

SECOND TIER RANKING REPORT

CICC Project Name: NORTH CORRIDOR PRELIMINARY ENGINEERING DESIGN SERVICES, PTP

CICC Project No: E04-MDT-01,PTP

Measures: 09/24/2004

Number of Agreements: 1

Project Type: PROJECT SPECIFIC

Submittal Date: 08/13/2004

Meeting Date: 09/24/2004

		Cr. 1B Points	Cr. 2B Points	Cr. 3B Points	Total Points	Total 1T2T Points
<b>ALEXANDER, BETTY</b>						
PARSONS TRANSPORTATION GROUP INC.	(LP)	48	40	10	98	179
JACOBS CIVIL INC.		45	40	10	95	181
HDR ENGINEERING, INC.	(LP)	40	40	8	88	174
<b>LOPEZ, JOSE</b>						
PARSONS TRANSPORTATION GROUP INC.	(LP)	45	40	10	95	179
JACOBS CIVIL INC.		45	35	10	90	181
HDR ENGINEERING, INC.	(LP)	45	35	8	88	173
<b>MIRANDA, GASPAR</b>						
PARSONS TRANSPORTATION GROUP INC.	(LP)	48	38	10	96	185
JACOBS CIVIL INC.		45	37	5	87	176
HDR ENGINEERING, INC.	(LP)	43	35	9	87	170
<b>PADRON, ISABEL</b>						
PARSONS TRANSPORTATION GROUP INC.	(LP)	40	35	8	83	181
JACOBS CIVIL INC.		50	38	9	97	195
HDR ENGINEERING, INC.	(LP)	40	32	8	80	173
<b>SAHOTA, SURINDER</b>						
PARSONS TRANSPORTATION GROUP INC.	(LP)	43	35	7	85	172
JACOBS CIVIL INC.		48	37	9	94	172
HDR ENGINEERING, INC.	(LP)	43	36	7	86	175

Second Tier Ranking Report for each Selection Committee Member and Prime Firm



**MIAMI-DADE COUNTY**  
**CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION**

**SECOND TIER RANKING REPORT**

**CICC Project Name:** NORTH CORRIDOR PRELIMINARY ENGINEERING DESIGN SERVICES, PTP

**CICC Project No:** E04-MDT-01,PTP

**Measures:** 09/24/2004

**Number of Agreements:** 1

**Project Type:** PROJECT SPECIFIC

**Submittal Date:** 08/13/2004

**Meeting Date:** 09/24/2004

**TOTALS AND SECOND TIER RANKING**

Prime Firm Name		Total Points	System Rank	LP Rank	Total 1T2T TBR	Cr. 1B TBR	Cr. 1A TBR	Cr. 2B TBR	Cr. 2A TBR	Final Rank	CICC Rank
PARSONS TRANSPORTATION GROUP INC.	(LP)	457	2	1						1	
JACOBS CIVIL INC.		463	1	2						2	
HDR ENGINEERING, INC.	(LP)	429	3							3	

**Definitions**

LP Local Preferred Team  
Cr.1B Knowledge of Project Scope.  
Cr.2B Qualifications of team members assigned to the project.  
Cr.3B Ability to provide required services within schedule and budget.  
CICC Capital Improvements Construction and Coordination.  
TBR Tie Breaker

**Miami-Dade County, Florida  
Capital Improvement Construction Coordination Office**

**Second-Tier/Public Hearing Participants**

**Miami-Dade Transit Department  
North Corridor Preliminary Engineering (PE) Design Services  
Project No. E04-MDT-01, PTP**

Please Print Your Name Under Appropriate Firm	Signature	Registered Lobbyists	
		Yes	No
PRIME: Parsons Transportation Group, Inc.			
✓ Margaret Harper	<i>M. Harper</i>	✓	
✓ Barbara Schroder	<i>Barbara Schroder</i>	✓	
✓ Ron FREELAND	<i>Ron Freeland</i>	✓	
✓ JIM ERIKSEN	<i>Jim Eriksen</i>	✓	
SUB: Parsons Water & Infrastructure, Inc.			
SUB: Earth Tech Consulting, Inc.			
✓ PATSY T. MASTERS	<i>Patsy T. Masters</i>	✓	
✓ <del>Tom M. MASTERS</del>	<del><i>Tom M. Masters</i></del>	✓	
✓ G. ADAMSON JR.	<i>G. Adamson Jr.</i>	✓	
SUB: H.J. Ross Associates, Inc.			
✓ ALVARO J. PIEDRAHITA	<i>Alvaro J. Piedrahita</i>		
SUB: BND Engineers, Inc.			
✓ BASIL S. WILLIAMS	<i>Basil S. Williams</i>	✓	
SUB: Intercounty Laboratories - USL, Inc.			
SUB: B. Mumford & Company			
✓	<i>B. Mumford</i>	✓	

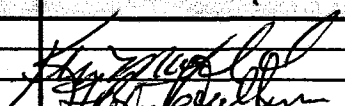
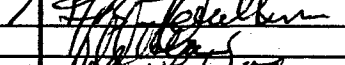
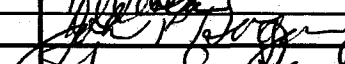
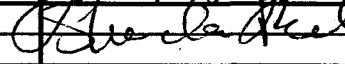
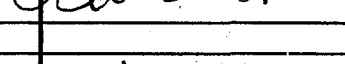
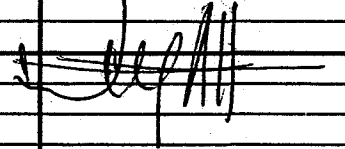
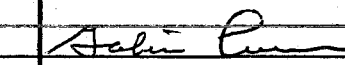
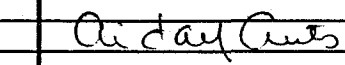
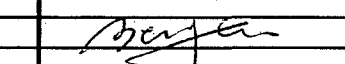
\* If not included in Performance Data Sheet #1 of the submittals of the subject project, the representative must register with the Clerk of the Board of County Commission prior to the Public Hearing and a copy submitted to the Coordinator at the Public Hearing.



**Miami-Dade County, Florida  
Capital Improvement Construction Coordination Office**

**Second-Tier/Public Hearing Participants**

**Miami-Dade Transit Department  
North Corridor Preliminary Engineering (PE) Design Services  
Project No. E04-MDT-01, PTP**

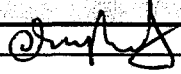
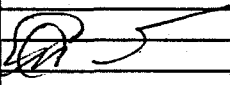
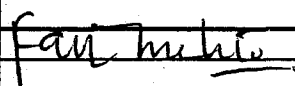
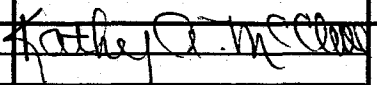
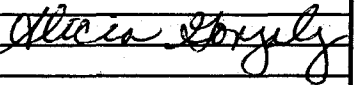
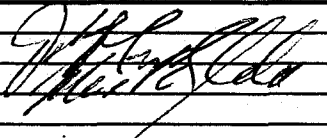
Please Print Your Name Under Appropriate Firm	Signature	Registered Lobbyists	
		Yes	No
PRIME: Jacobs Civil, Inc.			
✓ KEN MOREFIELD		✓	
✓ Barry Faulkner		✓	
✓ DAVID RIVERA		✓	
✓ John P. Hogan		✓	
SUB: Jacobs Facilities, Inc.			
✓ STACIA HABIN			
SUB: Allen and Associates, P.A.			
✓ JIMMIE ALLEN PA.		✓	
SUB: Cherokee Enterprises, Inc.			
✓ Gabino Cuevas		✓	
SUB: Curtis & Rogers Design Studio, Inc.			
✓ Ada Curtis		✓	
SUB: EBS Engineering, Inc.			
✓ BENJAMIN S. ESSIEN		✓	
SUB: EDAW, Inc.			

\* If not included in Performance Data Sheet #1 of the submittals of the subject project, the representative must register with the Clerk of the Board of County Commission prior to the Public Hearing and a copy submitted to the Coordinator at the Public Hearing.

**Miami-Dade County, Florida  
Capital Improvement Construction Coordination Office**

**Second-Tier/Public Hearing Participants**

**Miami-Dade Transit Department  
North Corridor Preliminary Engineering (PE) Design Services  
Project No. E04-MDT-01, PTP**

Please Print Your Name Under Appropriate Firm	Signature	Registered Lobbyists	
		Yes	No
SUB: Geosol, Inc. ✓ ORACIO RICO BOND			
SUB: Hammond & Associates, Inc. ✓ ERIC HAMMOND			
SUB: Kan Metha & Associates		✓	
SUB: LKG-CMC, Inc. ✓ KATHY A. MCCUNE		X	
SUB: Manuel G. Vera and Associates, Inc.			
SUB: Media Relations Group, LLC ✓ ALICIA GONZALEZ		✓	
SUB: Metric Engineering, Inc. ✓ ADRIAN D. GONZALEZ ✓ MANUEL A. SANCHEZ			

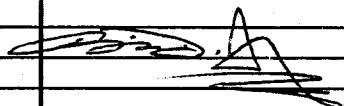
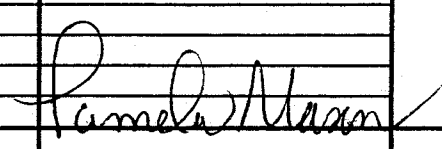
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**Miami-Dade County, Florida  
Capital Improvement Construction Coordination Office**

**Second-Tier/Public Hearing Participants**

**Miami-Dade Transit Department  
North Corridor Preliminary Engineering (PE) Design Services  
Project No. E04-MDT-01, PTP**

Please Print Your Name Under Appropriate Firm	Signature	Registered Lobbyists	
		Yes	No
SUB: PGH Wong Engineering, Inc.			
SUB: Woolpert LLP			
SUB: Gulf Coast Property Acquisition, Inc.			
✓ BRIAN D. AMITAGE			
SUB: Harris Miller & Hanson, Inc.			
SUB: Corpro Companies, Inc.			
SUB: The Morris Group Incorporated DBA Sonshine Communications			
✓ Pamela J. Mason			

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**Miami-Dade County, Florida  
Capital Improvement Construction Coordination Office**

**Second-Tier/Public Hearing Participants**

**Miami-Dade Transit Department  
North Corridor Preliminary Engineering (PE) Design Services  
Project No. E04-MDT-01, PTP**

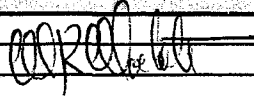
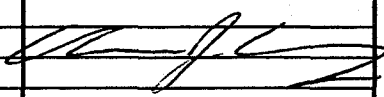
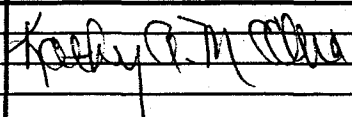
Please Print Your Name Under Appropriate Firm	Signature	Registered Lobbyists	
		Yes	No
<b>PRIME: HDR Engineering, Inc.</b>			
✓ Jackson, Marilyn	<i>Marilyn Jackson</i>	✓	✓
✓ MUELLERLEILE, DALE	<i>Dale Muellerleile</i>	✓	✓
✓ Brackett, Charles	<i>Charles Brackett</i>	✓	✓
✓ EDWARD HERALD, EDWARD	<i>Edward Herald</i>		✓
<b>SUB: Edwards and Kelcey, Inc.</b>			
✓ <del>EDWARDS AND KELCEY</del> BOB SPRECHER	<i>Bob Sprecher</i>	✓	
✓ ROGER KHOURI	<i>Roger Khouri</i>	✓	
✓ JORGE MASPONS	<i>Jorge Maspons</i>	✓	✓
<b>SUB: HNTB Corporation</b>			
✓ Jose de Almagro	<i>José de Almagro</i>	✓	
✓ FUAT GUZALAN	<i>Fuat Guzalan</i>		
<b>SUB: Manuel Padron &amp; Associate, Inc.</b>			
<b>SUB: Southern Resources Mapping of Miami, Inc.</b>			
<b>SUB: Media Relations Group, LLC</b>			
✓ <i>Media Relations Group, LLC</i>	<i>Media Relations Group, LLC</i>	✓	
<b>SUB: B. Mumford &amp; Company</b>			
✓ <i>Mumford</i>	<i>B. Mumford &amp; Company</i>	✓	

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**Miami-Dade County, Florida  
Capital Improvement Construction Coordination Office**

**Second-Tier/Public Hearing Participants**

**Miami-Dade Transit Department  
North Corridor Preliminary Engineering (PE) Design Services  
Project No. E04-MDT-01, PTP**

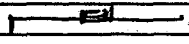
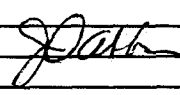
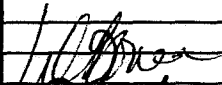
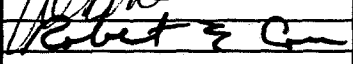
Please Print Your Name Under Appropriate Firm	Signature	Registered Lobbyists	
		Yes	No
SUB: Wolfberg/Alvarez and Partners, Inc. ✓ MARCEL R. MORLOTE		✓	
SUB: Barnes, Ferland and Associates, Inc.			
SUB: Geosol, Inc.			
SUB: Nodarse & Associates, Inc.			
SUB: Carney-Neuhaus, Inc. ✓ ELEANOR J. CARNEY		✓	
SUB: LKG-CMC, Inc. ✓ KATHY A. MCCLUNE		✓	
SUB: Leiter, Perez & Associates, Inc.			

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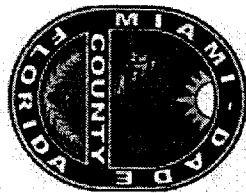
**Miami-Dade County, Florida  
Capital Improvement Construction Coordination Office**

**Second-Tier/Public Hearing Participants**

**Miami-Dade Transit Department  
North Corridor Preliminary Engineering (PE) Design Services  
Project No. E04-MDT-01, PTP**

Please Print Your Name Under Appropriate Firm	Signature	Registered Lobbyists	
		Yes	No
SUB: Curtis & Rogers Design Studio, Inc.			
SUB: Greyhawk North America, LLC			
SUB: The Hall Group, Inc.			
✓ NEIL HALL AIA		✓	
SUB: Construction Control Services Corp.			
✓ Renwick Renwick			
SUB: Hatch Mott MacDonald of Florida, LLC			
✓ Joseph Abbis		✓	
HDR			
✓ Winsome Bowen			
✓ Bob Cone		✓	

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# MIAMI-DADE COUNTY CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION

## FIRST TIER DISPARITY REPORT

CICC Project Name: NORTH CORRIDOR PRELIMINARY ENGINEERING DESIGN SERVICES, PTP

CICC Project No: E04-MDT-01, PTP

Measures: 20% DBE

Number of Agreements: 1

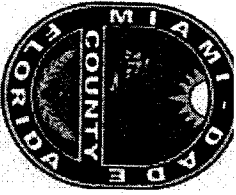
Submittal Date: 08/13/2004

### CRITERIA 1A

Prime Firm Name	Committee Members					Total	Average	> 33% Low	> 33% High
HDR ENGINEERING, INC.	Betty Alexander	Gaspar Miranda	Isabel Padron	Jose Lopez	Surinder Sahota	223	45	30	60
JACOBS CIVIL INC.	45	45	50	47	39	226	45	30	60
PARSONS TRANSPORTATION GROUP INC.	45	45	50	45	47	232	46	31	61
WILBUR SMITH ASSOCIATES, INC.	40	40	40	40	30	190	38	25	51

### CRITERIA 2A

Prime Firm Name	Committee Members					Total	Average	> 33% Low	> 33% High
HDR ENGINEERING, INC.	Betty Alexander	Gaspar Miranda	Isabel Padron	Jose Lopez	Surinder Sahota	82	16	11	21



**MIAMI-DADE COUNTY  
CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION**

**FIRST TIER DISPARITY REPORT**

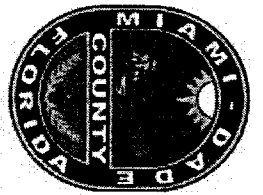
**CRITERIA 2A**

Prime Firm Name	Committee Members					Total	Average	> 33%	
	Betty Alexander	Gaspar Miranda	Isabel Padron	Jose Lopez	Surinder Sahota			Low	High
JACOBS CIVIL INC.	20	18	20	19	16	93	19	13	25
PARSONS TRANSPORTATION GROUP INC.	15	18	20	18	17	88	18	12	24
WILBUR SMITH ASSOCIATES, INC.	15	15	12	15	10	67	13	9	17

**CRITERIA 3A**

Prime Firm Name	Committee Members					Total	Average	> 33%	
	Betty Alexander	Gaspar Miranda	Isabel Padron	Jose Lopez	Surinder Sahota			Low	High
HDR ENGINEERING, INC.	20	18	20	17	18	93	19	13	25
JACOBS CIVIL INC.	15	18	20	17	14	84	17	11	23
PARSONS TRANSPORTATION GROUP INC.	15	18	20	15	16	84	17	11	23
WILBUR SMITH ASSOCIATES, INC.	15	18	20	15	12	80	16	11	21

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# MIAMI-DADE COUNTY CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION

## FIRST TIER DISPARITY REPORT

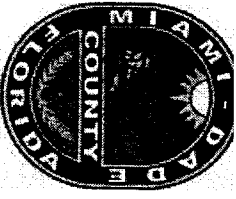
### CRITERIA 4A

Prime Firm Name	Committee Members						Total	Average	> 33% Low	> 33% High
	Betty Alexander	Gaspar Miranda	Isabel Padron	Jose Lopez	Surinder Sahota					
HDR ENGINEERING, INC.	1	3	3	3	3		13	3	2	4
JACOBS CIVIL INC.	1	3	3	4	4		15	3	2	4
PARSONS TRANSPORTATION GROUP INC.	1	3	3	2	3		12	2	1	3
WILBUR SMITH ASSOCIATES, INC.	1	3	5	5	4		18	4	3	5

### CRITERIA 5A

Prime Firm Name	Committee Members						Total	Average	> 33% Low	> 33% High
	Betty Alexander	Gaspar Miranda	Isabel Padron	Jose Lopez	Surinder Sahota					
HDR ENGINEERING, INC.	5	5	5	5	5		25	5	3	7
JACOBS CIVIL INC.	5	5	5	4	5		24	5	3	7
PARSONS TRANSPORTATION GROUP INC.	5	5	5	4	4		23	5	3	7
WILBUR SMITH ASSOCIATES, INC.	5	3	5	4	4		21	4	3	5

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**MIAMI-DADE COUNTY  
CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION**

**FIRST TIER DISPARITY REPORT**

**Definitions**

- Criteria 1A Qualification of firms including the team members assigned to the Project.
- Criteria 2A Knowledge and past experience of similar type projects.
- Criteria 3A Past performance of the firms.
- Criteria 4A Amount of work awarded and paid by the County.
- Criteria 5A Ability of team members to interface with the County.
- CICC Capital Improvements Construction and Coordination.





**MIAMI DADE COUNTY  
CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION**

**FIRST TIER RANKING REPORT**

**CICC Project Name:** NORTH CORRIDOR PRELIMINARY ENGINEERING DESIGN SERVICES, PTP

**CICC Project No:** E04-MDT-01,PTP

**Measures:** 20% DBE

**Number of Agreements:** 1

**Project Type:** PROJECT SPECIFIC

**Submittal Date:** 08/13/2004

**Meeting Date:** 09/14/2004

Cr. 1A Points (Max. 50)	Cr. 2A Points (Max. 20)	Cr. 3A Points (Max. 20)	Cr. 4A Points (Max. 5)	Cr. 5A Points (Max. 5)	Total Points
-------------------------------	-------------------------------	-------------------------------	------------------------------	------------------------------	-----------------

**ALEXANDER, BETTY**

WILBUR SMITH ASSOCIATES, INC.	40	15	15	1	5	76
PARSONS TRANSPORTATION GROUP INC. (LP)	45	15	15	1	5	81
JACOBS CIVIL INC.	45	20	15	1	5	86
HDR ENGINEERING, INC. (LP)	40	20	20	1	5	86

**LOPEZ, JOSE**

WILBUR SMITH ASSOCIATES, INC.	40	15	15	5	4	79
PARSONS TRANSPORTATION GROUP INC. (LP)	45	18	15	2	4	84
JACOBS CIVIL INC.	47	19	17	4	4	91
HDR ENGINEERING, INC. (LP)	45	15	17	3	5	85

**MIRANDA, GASPAR**

WILBUR SMITH ASSOCIATES, INC.	40	15	18	3	3	79
PARSONS TRANSPORTATION GROUP INC. (LP)	45	18	18	3	5	89
JACOBS CIVIL INC.	45	18	18	3	5	89
HDR ENGINEERING, INC. (LP)	42	15	18	3	5	83

**PADRON, ISABEL**

WILBUR SMITH ASSOCIATES, INC.	40	12	20	5	5	82
PARSONS TRANSPORTATION GROUP INC. (LP)	50	20	20	3	5	98
JACOBS CIVIL INC.	50	20	20	3	5	98
HDR ENGINEERING, INC. (LP)	50	15	20	3	5	93

**SAHOTA, SURINDER**

WILBUR SMITH ASSOCIATES, INC.	30	10	12	4	4	60
PARSONS TRANSPORTATION GROUP INC. (LP)	47	17	16	3	4	87
JACOBS CIVIL INC.	39	16	14	4	5	78

First Tier Ranking Report for each Selection Committee Member and Prime Firm

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**MIAMI DADE COUNTY  
CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION**

**FIRST TIER RANKING REPORT**

**CICC Project No:** E04-MDT-01,PTP

**Measures:** 20% DBE

**Total  
Points**

**Number of Agreements:** 1

**Project Type:** PROJECT SPECIFIC

**Submittal Date:** 08/13/2004

**Meeting Date:** 09/14/2004

**Cr. 1A Cr. 2A Cr. 3A Cr. 4A Cr. 5A**  
**Points Points Points Points Points**  
 (Max. 50)(Max. 20)(Max. 20)(Max. 5) (Max. 5)

**SAHOTA, SURINDER**

HDR ENGINEERING, INC.

(LP) 46 17 18 3 5 89

**OTALS AND FIRST TIER RANKING**

**PRELIMINARY RANKING**

**Prime Firm Name**

PARSONS TRANSPORTATION GROUP INC.  
HDR ENGINEERING, INC.  
JACOBS CIVIL INC.  
WILBUR SMITH ASSOCIATES, INC.

	Prelim. Points	System Rank	LP Rank	Cr. 1A TBR	Cr. 2A TBR	Cr. 3A TBR	Prelim. Rank
(LP)	427	1	1				1
(LP)	423	3	2				2
	427	1	3				3
	358	4	4				4

**FINAL RANKING**

**Prime Firm Name**

PARSONS TRANSPORTATION GROUP INC.  
HDR ENGINEERING, INC.  
JACOBS CIVIL INC.  
WILBUR SMITH ASSOCIATES, INC.

	Prelim. Points	Cr. 4A Points	Total Points	System Rank	LP Rank	Cr. 1A TBR	Cr. 2A TBR	Cr. 3A TBR	Cr. 4A TBR	Final Rank
(LP)	427	12	439	2	1					1
(LP)	423	13	436	3	2					2
	427	15	442	1	3					3
	358	18	376	4	4					4

First Tier Ranking Report for each Selection Committee Member and Prime Firm

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## MIAMI DADE COUNTY CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION

### FIRST TIER RANKING REPORT

#### Definitions

LP	Local Preferred Team
Cr.1A	Qualification of firms including the team members assigned to the Project.
Cr.2A	Knowledge and past experience of similar type projects.
Cr.3A	Past performance of the firms.
Cr.4A	Amount of work awarded and paid by the County.
Cr.5A	Ability of team members to interface with the County.
CICC	Capital Improvements Construction and Coordination.
TBR	Tie Breaker
Prelim. Points	Total Team Points - Criteria 4A Team Points

**MIAMI-DADE COUNTY, FLORIDA**

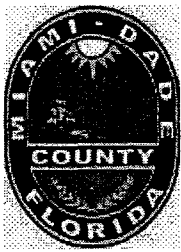
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# **FIRST TIER MEETING**

**September 8, 2004**

**CICC PROJECT NO. E04-MDT-01, PTP  
MIAMI-DADE TRANSIT DEPARTMENT  
NORTH CORRIDOR PRELIMINARY  
ENGINEERING DESIGN SERVICES**

**Stephen P. Clark Center  
111 NW 1<sup>st</sup> Street  
13th Floor- Conference Room B  
Miami, Florida 33128**



**MIAMI DADE COUNTY  
CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION**

**LIST OF RESPONDENTS**

**CICC Project Name:** NORTH CORRIDOR PRELIMINARY ENGINEERING DESIGN SERVICES, PTP

**CICC Project No.:** E04-MDT-01,PTP

**Measures:** 20% DBE

**Number of Agreements:** 1

**Contract Type:** PROJECT SPECIFIC

**Submittal Date:** 08/13/2004

**Submittal No:** 1

**Prime Name:** WILBUR SMITH ASSOCIATES, INC.

**Trade Name:**

**Prime Local Preference:** No

**FEIN No.:** 570405950

<b>Subs Name</b>	<b>Trade Name</b>	<b>Subs FEIN No.</b>
WASHINGTON GROUP INTERNATIONAL, INC.		340217470
CAMP DRESSER & MCKEE INC		042473650
GANNETT FLEMING, INC.		251613591
CARNEY-NEUHAUS, INC.		650387797
LAURA LLERENA & ASSOCIATES, INC.		591983295
NODARSE & ASSOCIATES, INC.		593086122
RONALD E. FRAZIER AND ASSOCIATES, P.A., ARCHITECTS		591502614
LEITER, PEREZ & ASSOCIATES, INC.		592746730
SOUTHERN RESOURCE MAPPING OF MIAMI, INC.		650014919

**Submittal No:** 2

**Prime Name:** PARSONS TRANSPORTATION GROUP INC.

**Trade Name:**

**Prime Local Preference:** Yes

**FEIN No.:** 360982270

<b>Subs Name</b>	<b>Trade Name</b>	<b>Subs FEIN No.</b>
PARSONS WATER & INFRASTRUCTURE INC.		710920322
EARTH TECH CONSULTING, INC.		952661922
H.J. ROSS ASSOCIATES, INC.		650163389
BND ENGINEERS, INC.		650421519
INTERCOUNTY LABORATORIES - USL, INC.		061689244
B MUMFORD & COMPANY		592767380
NOVA CONSULTING, INC.		650577672
RONALD E. FRAZIER AND ASSOCIATES, P.A., ARCHITECTS		591502614
SOUTHERN RESOURCE MAPPING OF MIAMI, INC.		650014919
HP CONSULTANTS INC.		270014034



MIAMI DADE COUNTY  
CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION

LIST OF RESPONDENTS

CICC Project No.: E04-MDT-01,PTP

Measures: 20% DBE

Number of Agreements: 1

Contract Type: PROJECT SPECIFIC

Submittal Date: 08/13/2004

Submittal No: 3

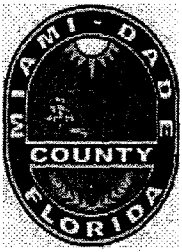
Prime Name: JACOBS CIVIL INC.

Trade Name:

Prime Local Preference: Yes

FEIN No.: 431621641

Subs Name	Trade Name	Subs FEIN No.
ALLEN AND ASSOCIATES, P.A.		592027084
CHEROKEE ENTERPRISES, INC.		650891158
CURTIS & ROGERS DESIGN STUDIO, INC.		650294753
EBS ENGINEERING, INC.		650492113
EDAW, INC.		941641716
GEOSOL, INC.		650997886
HAMMOND & ASSOCIATES, INC.		650083957
KAN MEHTA & ASSOCIATES, INC.		592364675
LKG-CMC, INC.		954352875
MANUEL G. VERA AND ASSOCIATES, INC.		591741639
MEDIA RELATIONS GROUP, LLC		200118620
METRIC ENGINEERING INC.		591685550
PGH WONG ENGINEERING, INC.		942987905
WOOLPERT LLP		310529493
GULF COAST PROPERTY ACQUISITION, INC.		650279662
HARRIS MILLER MILLER & HANSON, INC.		042737079
CORRPRO COMPANIES, INC.		341422570
THE MORRIS GROUP INCORPORATED	SONSHINE COMMUNICATIONS	650402971
JACOBS FACILITIES INC.		431622210



MIAMI DADE COUNTY  
CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION

LIST OF RESPONDENTS

CICC Project No.: E04-MDT-01,PTP

Measures: 20% DBE

Number of Agreements: 1

Contract Type: PROJECT SPECIFIC

Submittal Date: 08/13/2004

Submittal No: 4

Prime Name: HDR ENGINEERING, INC.

Trade Name:

Prime Local Preference: Yes

FEIN No.: 470680568

Subs Name	Trade Name	Subs FEIN No.
EDWARDS AND KELCEY, INC.	MIAMI FORMERLY KUNDE	221623519
HNTB CORPORATION		431623092
MANUEL PADRON & ASSOCIATES, INC.		582083980
SOUTHERN RESOURCE MAPPING OF MIAMI, INC.		650014919
MEDIA RELATIONS GROUP, LLC		200118620
B MUMFORD & COMPANY		592767380
WOLFBURG/ALVAREZ AND PARTNERS, INC.		591713092
BARNES, FERLAND AND ASSOCIATES, INC.		593237612
GEOSOL, INC.		650997886
NODARSE & ASSOCIATES, INC.		593086122
CARNEY-NEUHAUS, INC.		650387797
LKG-CMC, INC.		954352875
LEITER, PEREZ & ASSOCIATES, INC.		592746730
CURTIS & ROGERS DESIGN STUDIO, INC.		650294753
GREYHAWK NORTH AMERICA, L.L.C.		113337521
THE HALL GROUP, INC.		650239900
CONSTRUCTION CONTROL SERVICES CORP.		953654998
HATCH MOTT MACDONALD FLORIDA, LLC		591294824

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**MIAMI-DADE COUNTY, FLORIDA  
OFFICE OF CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION**

**SUMMARY OF CONSULTANT RESPONSES  
TO  
REQUESTED DATA**

**Miami-Dade Transit Department  
North Corridor Preliminary Engineering (PE)  
CICC Project No.: E04-MDT-01, PTP**

**FIRST-TIER MEETING DATE: September 8, 2004**



**Proposal Submittal Date: August 13, 2004**

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**Proposal Submittal Date: August 13, 2004**

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Submittal No.	RESPONDING FIRM(S) (PRIME & SUBCONSULTANTS) President or Principal Name, Address, Phone # and Fax #	Prequalification Approved and Exp. Date	F. Certification Assigned	Certification Approval Date	Form 2A Prime Subcontractor DBE Goals	Form 2B Form 2C Prime/Subcontractor DBE Goals	Form 2D DBE Goals	Form 2E DBE Goals	Form 2F DBE Goals	Form 2G DBE Goals	Form 2H DBE Goals	Form 2I DBE Goals	Form 2J DBE Goals	Form 2K DBE Goals	Form 2L DBE Goals	Form 2M DBE Goals	Form 2N DBE Goals	Form 2O DBE Goals	Form 2P DBE Goals	Form 2Q DBE Goals	Form 2R DBE Goals	Form 2S DBE Goals	Form 2T DBE Goals	Form 2U DBE Goals	Form 2V DBE Goals	Form 2W DBE Goals	Form 2X DBE Goals	Form 2Y DBE Goals	Form 2Z DBE Goals	Form 2AA DBE Goals	Form 2AB DBE Goals	Form 2AC DBE Goals	Form 2AD DBE Goals	Form 2AE DBE Goals	Form 2AF DBE Goals	Form 2AG DBE Goals	Form 2AH DBE Goals	Form 2AI DBE Goals	Form 2AJ DBE Goals	Form 2AK DBE Goals	Form 2AL DBE Goals	Form 2AM DBE Goals	Form 2AN DBE Goals	Form 2AO DBE Goals	Form 2AP DBE Goals	Form 2AQ DBE Goals	Form 2AR DBE Goals	Form 2AS DBE Goals	Form 2AT DBE Goals	Form 2AU DBE Goals	Form 2AV DBE Goals	Form 2AW DBE Goals	Form 2AX DBE Goals	Form 2AY DBE Goals	Form 2AZ DBE Goals	Form 2BA DBE Goals	Form 2BB DBE Goals	Form 2BC DBE Goals	Form 2BD DBE Goals	Form 2BE DBE Goals	Form 2BF DBE Goals	Form 2BG DBE Goals	Form 2BH DBE Goals	Form 2BI DBE Goals	Form 2BJ DBE Goals	Form 2BK DBE Goals	Form 2BL DBE Goals	Form 2BM DBE Goals	Form 2BN DBE Goals	Form 2BO DBE Goals	Form 2BP DBE Goals	Form 2BQ DBE Goals	Form 2BR DBE Goals	Form 2BS DBE Goals	Form 2BT DBE Goals	Form 2BU DBE Goals	Form 2BV DBE Goals	Form 2BW DBE Goals	Form 2BX DBE Goals	Form 2BY DBE Goals	Form 2BZ DBE Goals	Form 2CA DBE Goals	Form 2CB DBE Goals	Form 2CC DBE Goals	Form 2CD DBE Goals	Form 2CE DBE Goals	Form 2CF DBE Goals	Form 2CG DBE Goals	Form 2CH DBE Goals	Form 2CI DBE Goals	Form 2CJ DBE Goals	Form 2CK DBE Goals	Form 2CL DBE Goals	Form 2CM DBE Goals	Form 2CN DBE Goals	Form 2CO DBE Goals	Form 2CP DBE Goals	Form 2CQ DBE Goals	Form 2CR DBE Goals	Form 2CS DBE Goals	Form 2CT DBE Goals	Form 2CU DBE Goals	Form 2CV DBE Goals	Form 2CW DBE Goals	Form 2CX DBE Goals	Form 2CY DBE Goals	Form 2CZ DBE Goals	Form 2DA DBE Goals	Form 2DB DBE Goals	Form 2DC DBE Goals	Form 2DD DBE Goals	Form 2DE DBE Goals	Form 2DF DBE Goals	Form 2DG DBE Goals	Form 2DH DBE Goals	Form 2DI DBE Goals	Form 2DJ DBE Goals	Form 2DK DBE Goals	Form 2DL DBE Goals	Form 2DM DBE Goals	Form 2DN DBE Goals	Form 2DO DBE Goals	Form 2DP DBE Goals	Form 2DQ DBE Goals	Form 2DR DBE Goals	Form 2DS DBE Goals	Form 2DT DBE Goals	Form 2DU DBE Goals	Form 2DV DBE Goals	Form 2DW DBE Goals	Form 2DX DBE Goals	Form 2DY DBE Goals	Form 2DZ DBE Goals	Form 2EA DBE Goals	Form 2EB DBE Goals	Form 2EC DBE Goals	Form 2ED DBE Goals	Form 2EE DBE Goals	Form 2EF DBE Goals	Form 2EG DBE Goals	Form 2EH DBE Goals	Form 2EI DBE Goals	Form 2EJ DBE Goals	Form 2EK DBE Goals	Form 2EL DBE Goals	Form 2EM DBE Goals	Form 2EN DBE Goals	Form 2EO DBE Goals	Form 2EP DBE Goals	Form 2EQ DBE Goals	Form 2ER DBE Goals	Form 2ES DBE Goals	Form 2ET DBE Goals	Form 2EU DBE Goals	Form 2EV DBE Goals	Form 2EW DBE Goals	Form 2EX DBE Goals	Form 2EY DBE Goals	Form 2EZ DBE Goals	Form 2FA DBE Goals	Form 2FB DBE Goals	Form 2FC DBE Goals	Form 2FD DBE Goals	Form 2FE DBE Goals	Form 2FF DBE Goals	Form 2FG DBE Goals	Form 2FH DBE Goals	Form 2FI DBE Goals	Form 2FJ DBE Goals	Form 2FK DBE Goals	Form 2FL DBE Goals	Form 2FM DBE Goals	Form 2FN DBE Goals	Form 2FO DBE Goals	Form 2FP DBE Goals	Form 2FQ DBE Goals	Form 2FR DBE Goals	Form 2FS DBE Goals	Form 2FT DBE Goals	Form 2FU DBE Goals	Form 2FV DBE Goals	Form 2FW DBE Goals	Form 2FX DBE Goals	Form 2FY DBE Goals	Form 2FZ DBE Goals	Form 2GA DBE Goals	Form 2GB DBE Goals	Form 2GC DBE Goals	Form 2GD DBE Goals	Form 2GE DBE Goals	Form 2GF DBE Goals	Form 2GG DBE Goals	Form 2GH DBE Goals	Form 2GI DBE Goals	Form 2GJ DBE Goals	Form 2GK DBE Goals	Form 2GL DBE Goals	Form 2GM DBE Goals	Form 2GN DBE Goals	Form 2GO DBE Goals	Form 2GP DBE Goals	Form 2GQ DBE Goals	Form 2GR DBE Goals	Form 2GS DBE Goals	Form 2GT DBE Goals	Form 2GU DBE Goals	Form 2GV DBE Goals	Form 2GW DBE Goals	Form 2GX DBE Goals	Form 2GY DBE Goals	Form 2GZ DBE Goals	Form 2HA DBE Goals	Form 2HB DBE Goals	Form 2HC DBE Goals	Form 2HD DBE Goals	Form 2HE DBE Goals	Form 2HF DBE Goals	Form 2HG DBE Goals	Form 2HH DBE Goals	Form 2HI DBE Goals	Form 2HJ DBE Goals	Form 2HK DBE Goals	Form 2HL DBE Goals	Form 2HM DBE Goals	Form 2HN DBE Goals	Form 2HO DBE Goals	Form 2HP DBE Goals	Form 2HQ DBE Goals	Form 2HR DBE Goals	Form 2HS DBE Goals	Form 2HT DBE Goals	Form 2HU DBE Goals	Form 2HV DBE Goals	Form 2HW DBE Goals	Form 2HX DBE Goals	Form 2HY DBE Goals	Form 2HZ DBE Goals	Form 2IA DBE Goals	Form 2IB DBE Goals	Form 2IC DBE Goals	Form 2ID DBE Goals	Form 2IE DBE Goals	Form 2IF DBE Goals	Form 2IG DBE Goals	Form 2IH DBE Goals	Form 2II DBE Goals	Form 2IJ DBE Goals	Form 2IK DBE Goals	Form 2IL DBE Goals	Form 2IM DBE Goals	Form 2IN DBE Goals	Form 2IO DBE Goals	Form 2IP DBE Goals	Form 2IQ DBE Goals	Form 2IR DBE Goals	Form 2IS DBE Goals	Form 2IT DBE Goals	Form 2IU DBE Goals	Form 2IV DBE Goals	Form 2IW DBE Goals	Form 2IX DBE Goals	Form 2IY DBE Goals	Form 2IZ DBE Goals	Form 2JA DBE Goals	Form 2JB DBE Goals	Form 2JC DBE Goals	Form 2JD DBE Goals	Form 2JE DBE Goals	Form 2JF DBE Goals	Form 2JG DBE Goals	Form 2JH DBE Goals	Form 2JI DBE Goals	Form 2JJ DBE Goals	Form 2JK DBE Goals	Form 2JL DBE Goals	Form 2JM DBE Goals	Form 2JN DBE Goals	Form 2JO DBE Goals	Form 2JP DBE Goals	Form 2JQ DBE Goals	Form 2JR DBE Goals	Form 2JS DBE Goals	Form 2JT DBE Goals	Form 2JU DBE Goals	Form 2JV DBE Goals	Form 2JW DBE Goals
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**Proposal Submittal Date: August 13, 2004**

SUBMITTER NO.	RESPONDING FIRM(S) PRIME & SUBCONSULTANTS Firm(s) Name, Address, Phone #, and Fax #	Approval and Exp. Date	Identification Required	Technical Certification Approved	Section 2		Form 2C Prime/DBE Cert. Date	Form 2A Trade Program Cert. Date	Form 2B Federal Acquisition	Form 2C Federal Acquisition
					Form 2A Prime/DBE Cert.	Form 2B Trade Program Cert.				
	Gulf Coast Property Acquisition, Inc.	N/A	Right-of-Way Acquisition Relocation Activities	N/A	N/A	Y	Y	N/A	N/A	Prime and Subcontractor Info. from submitted.
	Harris Miller Miller & Hanson, Inc.	07/28/04 07/31/05	Noise Control	07/28/04	N/A	Y	Y	N/A	N/A	Prime and Subcontractor Info. from submitted. Firm is certified and pre-qualified in category 4.01
	Corpro Companies, Inc.	N/A	Corrosion Control	N/A	N/A	Y	Y	N/A	N/A	Prime and Subcontractor Info. from submitted. Resumes indicate engineering professionals
	Sonshine Communications	N/A	Public Involvement	N/A	N/A	Y	Y	Y** 1% 04/30/05 *	N/A	Certified as a DBE under the name "The Morris Group," Trade Name is "Sonshine Communications". Prime and Subcontractor Info. Form submitted. **SOP, LOI and DBE contractor identification statement submitted.
	Jacobs Facilities, Inc.	02/06/04 01/31/05	12.00, 13.00, 14.00	01/28/04	N/A	Y	Y	N/A	N/A	Prime and Subcontractor Info. from submitted.

Legend

NS: Not Submitted  
 NA: Not Applicable  
 Number of PSAs and Contract Measures  
 One (1) agreement-20% DBE goals

### **Technical Certification Requirements**

- 1.04 - Transportation Planning - Urban Area and Regional Transportation Planning (PRIME)
- 1.05 - Transportation Planning - Mass and Rapid Transit Planning (PRIME)
- 2.01 - Mass Transit Systems - Mass Transit Program (System) Management (PRIME)
- 2.02 - Mass Transit Systems - Mass Transit Feasibility & Technical Studies (PRIME)
- Mass Transit Systems**
- 2.03 Mass Transit Vehicle Studies & Population Studies
- 2.04 Mass Transit Carcch, Communication & Information Systems
- 2.05 General Quality Engineering
- 2.06 Mass Transit Safety Certification for System Elements
- Highway Systems**
- 3.02 Highway Design
- 3.04 Highway Systems - Traffic Engineering Studies
- 3.09 Signing, Pavement Marking, and Channelization
- 3.10 Lighting
- 3.11 Signalization
- 9.02 Soils, Foundations and Materials Testing - Geotechnical and Materials Engineering Services

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**Office of Capital Improvements Construction Coordination**  
**Summary of Consultant Response to Requested Data**  
**Miami-Dade County Transit Department**  
**North Corridor Preliminary Engineering Design Services**  
**CICC Project Number E04-MDT-01, PTP**

Proposal Submittal Date: August 13, 2004

SUBMIT NO.	RESPONDING FIRMS (PRIME & SUBCONSULTANTS) President or Principal Name, Address, Phone #, and Fax #	Prequalified/Approved and Exp. Date	IT Certification Assigned	Technical Certification Approval Date	Section 2			Public/Team DBB Goals	Schedule/Forecast Requirements	REMARKS
					Form 2A Prime	Form 2B Sub	Form 2C Prime/Sub			
4	HDR Engineering, Inc. William H. Wadsworth, P.E., Senior Vice President and Southeastern Regional Mgr. 15600 NW 67 Avenue, #3047 Miami, Florida 33014 Phone: (305) 557-4770 Fax: (305) 557-1617  Local Preference (Y)	11/19/03  10/31/04	1.01, 1.02, 2.01, 2.02, 3.02, 3.04, 3.09, 3.10, 3.11, 10.01, 10.02, 10.03, 16.00, 20.00, 21.00	10/22/03	Y	N/A	Y (3)	Y 20% COA	Y *	Prime submitted form 3, but did not include copies of occupational licenses. *Debarment Cert., Lobbying Cert. and Loan Statement submitted.
	Edwards and Kelcey, Inc.	02/25/04 03/31/05	1.01, 1.02, 2.01, 2.02, 2.04, 2.06, 3.02, 3.04, 3.09, 3.10, 3.11, 10.01, 11.00, 12.00, 13.00, 14.00, 16.00	03/01/04	N/A	Y (2)	Y (1)	N/A	N/A	
	HNTB Corporation	06/23/04 06/30/05	1.01, 1.02, 2.01, 2.02, 2.03, 3.11, 10.01, 11.00, 13.00, 14.00, 16.00	06/23/04	N/A	Y (2)	Y (1)	N/A	N/A	
	Manuel Padron & Associates, Inc.	02/06/04 01/31/05	1.01, 1.02	01/28/04	N/A	Y (3)	Y (3)	N/A	N/A	Form 2B does not have the notary seal.
	Southern Resource Mapping of Miami, Inc.	07/28/04 08/31/05	15.01, 15.02	07/28/04	N/A	Y	Y	N/A	N/A	
	Media Relations Group, LLC	Non A/E Firm	Public Involvement	N/A	N/A	Y*	N	N/A	N/A	*FEIN is different from Form 1
	B Mumford & Company	Non A/E Firm	Public Involvement	N/A	N/A	Y	Y (5)	N/A	N/A	
	Wolberg/Alvarez and Partners, Inc.	10/01/03 09/30/04	1.01, 1.02, 2.01, 2.02, 2.04, 3.02, 3.04, 10.01, 11.00, 12.00, 13.00, 14.00, 16.00	09/24/03	N/A	Y	Y	N/A	N/A	
	Barnes, Ferland and Associates, Inc.	09/24/03 08/31/04	10.02, 10.05, 10.09, 16.00	08/27/03	N/A	Y	Y	N/A	N/A	
	Geosol, Inc.	05/19/04 05/31/05	9.02	05/19/04	N/A	Y	Y (3)	N/A	N/A	
	Nodarse & Associates, Inc.	08/27/03 08/31/04	9.02, 10.02, 10.05	08/27/03	N/A	Y	Y	N/A	N/A	
	Carney-Neubau, Inc.	03/30/04 03/31/05	1.01, 1.02, 2.02, 2.05, 3.02, 3.04, 3.09, 10.01, 10.05, 12.00, 15.01, 16.00, *21.00	03/24/04	N/A	Y	Y	N/A	N/A	
	LKG-CMC, Inc.	Non A/E Firm	PM Support	N/A	N/A	Y	Y (3)	N/A	N/A	

ES

**Office of Capital Improvements Construction Coordination**  
**Summary of Consultant Response to Requested Data**  
**Miami-Dade County Transit Department**  
**North Corridor Preliminary Engineering Design Services**  
**CICC Project Number E04-MDT-01, PTP**  
**Proposal Submittal Date: August 13, 2004**

SUBMIT NO.	RESPONDING FIRM(S) (PRIME & SUBCONSULTANTS) President, or Principal Name, Address, Phone #, and Fax #	Preliminary Approval and Exp. Date	1. Certification Assigned	Technical Certification Approval Date	Section 2			Exhibit A Team DBE Goals Exp. Date	Exhibit B Federal Requirements & Provisions	REMARKS
					Form 2A Prime 1. Yes 2. No	Form 2B Sub 1. Yes 2. No	Form 2C Prime/Sub 1. Yes 2. No			
	Leiter, Perez & Associates, Inc.	10/22/03 09/30/04	10.01, 10.05, 15.01, 16.00	09/24/03	N/A	Y	Y (8)	N/A	N/A	
	Curtis & Rogers Design Studio, Inc.	03/24/04 03/31/05	20.00	03/24/04	N/A	Y	Y (3)	N/A	N/A	
	Greyhawk North America, L.L.C.	Non A/E Firm	Product Controls Constructability	N/A	N/A	Y	Y	N/A	N/A	
	The Hall Group, Inc.	02/09/04 01/31/05	14.00	01/28/04	N/A	Y	Y (3)	N/A	N/A	
	Construction Control Services Corp.	Non A/E Firm	Cost Estimates-Scheduling	N/A	N/A	Y	Y (3)	N/A	N/A	Name on form 1, 2A and 2B indicates Rohadfox Const. Control Svcs. Corp. Confirmed that name is Construction Control Services Corp.
	Hatch Mott Macdonald Florida, LLC	12/24/03 12/31/04	2.01, 2.02, 2.04, 3.02, 10.01, 11.00, 14.00, 16.00	04/28/04 12/17/2003	N/A	Y	Y (3)	N/A	N/A	

**Legend**

NS: Not Submitted  
 NA: Not Applicable

Number of PSAs and Contract Measures  
 One (1) agreement- 20% DBE goals

- Technical Certification Requirements**
- 1.01 - Transportation Planning - Urban Area and Regional Transportation Planning (PRIME)
  - 1.02 - Transportation Planning - Mass and Rapid Transit Planning (PRIME)
  - 2.01 - Mass Transit Systems - Mass Transit Program (System) Management (PRIME)
  - 2.02 - Mass Transit Systems - Mass Transit Feasibility & Technical Studies (PRIME)
- Mass Transit Systems**
- 2.03 Mass Transit Vehicle Studies & Propulsion Studies
  - 2.04 Mass Transit Control, Communications & Information Systems
  - 2.05 General Quality Engineering
  - 2.06 Mass Transit Safety Certification for System Elements
- Highway Systems**
- 3.02 Highway Design
  - 3.04 Highway Systems - Traffic Engineering Studies
  - 3.09 Signing, Pavement Marking, and Channelization
  - 3.10 Lighting
  - 3.11 Signalization
- 9.02 Soils, Foundations and Materials Testing - Geotechnical and Materials Engineering Services

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## **E04-MDT-01, PTP: North Corridor Preliminary Engineering (PE)**

### **Proposal No. 1**

**Firm – Wilbur Smith Associates**

**Proposed Project Manager: Cheryl L. King, AICP**

### **MINIMUM REQUIREMENTS:**

The prime and/or sub-consultants selected must have experience within the last five (5) years in the following areas:

**Requirement #1 – Prepared a Final Environmental Impact Statement (FEIS) and elements of the National Environmental Policy Act (NEPA) process, including Preliminary Engineering (PE) to the level necessary to obtain a Record of Decision (ROD), and have received an ROD from the Federal Transit Administration (FTA) all for the same project:**

**Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8**

**Form 2A, Reference #2, for Wilbur Smith Associates**

**Letter of Clarification from Wilbur Smith Associates, September 2, 2004**

**Project: New Britain – Hartford Busway, Hartford, CT (12/1999 – 3/2002)**

**Reference: Stephen Delpapa, Transportation Supervising Planner, CDOT (860) 594-2941  
Maureen Lawrence, Project Manager for the Bureau of Public Transportation,  
CDOT (860) 594-2911**

*\*Pursuant to a conversation with Mr. Delpapa, it was established that Wilbur Smith Associates did assist the Connecticut DOT in preparing the DEIS and FEIS, and obtaining a ROD for this project, which was issued on March 13, 2002. However, Mr. Delpapa referred CICC to Ms. Maureen Lawrence in order to obtain a response from the CDOT regarding details on the PE and all the remaining requirements. Ms. Lawrence responded via e-mail on August 30, 2004 stating that the CDOT has not requested a FFGA yet. Additionally, Mrs. Lawrence indicated that Wilbur Smith Associates assisted the CDOT on the first and second New Starts Report submittals, in 1999 and 2000 respectively. These were done while the project was in the DEIS and FEIS stage. Wilbur Smith Associates also provided the CDOT with some support documents for submittals prepared in 2001 and 2002; this project received a nationally competitive rating of "recommended" each year in the New Starts Reports, including the submittals that Wilbur Smith Associates assisted on. Finally, Wilbur Smith Associates was CDOT's consultant for the DEIS and FEIS. The CDOT has not yet requested permission to enter Final Design for this project. Pursuant to further clarification provided by Ms. Lawrence, it was determined that Wilbur Smith Associates was not involved in the PE phase; the PE, together with Preliminary Design and Project Management services, was conducted by Baker Engineering, a firm based in Pittsburgh, PA. **The Prime Consultant does not meet the requirement with this reference, since they did not prepare the PE.***



Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8  
Form 2A, Reference #1, for Wilbur Smith Associates

Letter of Clarification from Wilbur Smith Associates, September 2, 2004

Project: Euclid Corridor Transportation Project BRT, Cleveland, OH (9/1997 – 12/2008)

Reference: Gary E. Thayer, Project Manager, GCRTA, Cleveland, OH (216) 781-4095

Maribeth Feke, Director of Planning, GCRTA, Cleveland, OH (216) 566-5160

*\*Pursuant to an e-mail received on August 24, 2004, Mr. Thayer stated that Wilbur Smith Associates were responsible for traffic modeling and ridership projections for this project as a sub-consultant to BRW-URS Corporation, the leading team preparing the FEIS and the PE; the project received a ROD on February 8, 2002. Subsequently, Wilbur Smith Associates assisted GRTA in preparing the New Starts Report submitted in 2001, by providing the agency with additional modeling work to support the submission. Most recently, for the 2003 New Starts Report, Wilbur Smith Associates provided construction cost estimates to support the submittal; the project received a nationally competitive rating of "recommended" on January 28, 2004. Furthermore, Mr. Thayer stated that Wilbur Smith Associates provided updated project construction estimates in support of the agency's FFGA application which is now going through Congressional review. Additionally, Mrs. Feke stated in an e-mail received on August 24 that Wilbur Smith Associates worked as a subconsultant for the PE on this project, and their work was needed to proceed into Final Design, even though assistance to enter into Final Design was not in their scope of work. The Prime Consultant meets the requirement with this reference.*

Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8  
Form 2A, Reference #3, for Wilbur Smith Associates

Project: Berea-I-X Center Red Line Extension DEI, Cleveland, OH (1997 – 2004)

Reference: Maribeth Feke, Director of Planning, GCRTA, Cleveland, OH (216) 566-5160

*\*Pursuant to e-mail received on 8/24/04, Mrs. Feke stated that Wilbur Smith Associates prepared a DEIS for the Berea-I-X Center project. GCRTA never pursued the PE on this project and never completed the ROD. Subsequently, Mrs. Feke indicated that a FFGA application was not prepared for this project, since it did not make it far enough in the New Starts pipeline to receive a recommended rating; however, Wilbur Smith Associates did assist the agency in preparing the New Starts Report submission in August 2001 and 2002. Finally, approval to enter into Final Design on this project was never requested to FTA. The Prime Consultant does not meet the requirement with this reference, since the FEIS and PE were not completed, and the ROD was never received for this project.*

Summary-Letter of Interest from Wilbur Smith Associates, pages 1 and 7 of 8  
Form 2C, Reference #2, for Camp Dresser & McKee (CDM)

Letter of Clarification from Wilbur Smith Associates, September 2, 2004

Project: BART Oakland Airport Connector, Oakland, CA (10/2000 – 4/2002)

Reference: Kathleen K. Mayo, Deputy Executive Manager, San Francisco Bay Area Rapid Transit District (510) 287-4881

*\*Pursuant to an e-mail received from Mrs. Mayo on August 31, 2004, CDM assisted the agency in preparing the FEIS for this project, which received a ROD in July 2002. However, the PE was prepared by Lea + Elliot, a national firm based in Texas, with ample experience in "people movers" and General Engineering Consultant for this project. The sub-consultant does not meet the requirement with this reference, since they did not prepare the PE, even though they prepare the FEIS and the project received a ROD.*

fvp: P:\PSA\ENGINEERING PROJECTS\2004 Engineering Projects\E04-MDT-01, PTP\First-Tier\Minimum Requirements Report on Willbur Smith Associates FINAL Revised 9-8-04.doc

**FINAL DETERMINATION FOR REQUIREMENT #1:  
Wilbur Smith Associates meets the requirement**

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**Requirement #2 – Assisted other transit agencies in obtaining a Full Funding Grant Agreement (FFGA), for a rail project with FTA:**

**Form 2A, 2<sup>nd</sup> Form, Reference #2, for Gannett Fleming, Inc.**

**Letter of Clarification from Wilbur Smith Associates, September 2, 2004, page 2 of 3**

**Project: Canal Streetcar Reintroduction Project, New Orleans, LA (3/1998 – 3/2004)**

**Reference: Fred Basha, Program Director, New Orleans Regional Transit Authority (504) 248-3889**

*\*Pursuant to a conversation held on September 7, 2004, Mr. Basha stated that Gannett Fleming did assist the agency in obtaining a FFGA for this project, which was approved on March 28, 2003. The sub-consultant meets the requirement with this reference.*

**Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8**

**Form 2A, Reference #2, for Wilbur Smith Associates**

**Letter of Clarification from Wilbur Smith Associates, September 2, 2004**

**Project: New Britain – Hartford Busway, Hartford, CT (12/1999 – 3/2002)**

**Reference: Stephen Delpapa, Transportation Supervising Planner, CDOT (860) 594-2941  
Maureen Lawrence, Project Manager for the Bureau of Public Transportation,  
CDOT (860) 594-2911**

*\*Pursuant to a conversation with Mr. Delpapa, it was established that Wilbur Smith Associates did assist the Connecticut DOT in preparing the DEIS and FEIS, and obtaining a ROD for this project, which was issued on March 13, 2002. However, Mr. Delpapa referred CICC to Ms. Maureen Lawrence in order to obtain a response from the CDOT regarding details on the PE and all the remaining requirements. Ms. Lawrence responded via e-mail on August 30, 2004 stating that the CDOT has not requested a FFGA yet. Additionally, Mrs. Lawrence indicated that Wilbur Smith Associates assisted the CDOT on the first and second New Starts Report submittals, in 1999 and 2000 respectively. These were done while the project was in the DEIS and FEIS stage. Wilbur Smith Associates also provided the CDOT with some support documents for submittals prepared in 2001 and 2002; this project received a nationally competitive rating of "recommended" each year in the New Starts Reports, including the submittals that Wilbur Smith Associates assisted on. Finally, Wilbur Smith Associates was CDOT's consultant for the DEIS and FEIS. The CDOT has not yet requested permission to enter Final Design for this project. Pursuant to further clarification provided by Ms. Lawrence, it was determined that Wilbur Smith Associates was not involved in the PE phase; the PE, together with Preliminary Design and Project Management services, was conducted by Baker Engineering, a firm based in Pittsburgh, PA. The Prime Consultant does not meet the requirement with this reference, since the FFGA is yet to be obtained.*

**Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8**

**Form 2A, Reference #1, for Wilbur Smith Associates**

**Letter of Clarification from Wilbur Smith Associates, September 2, 2004**

**Project: Euclid Corridor Transportation Project BRT, Cleveland, OH (9/1997 – 12/2008)**

**Reference: Gary E. Thayer, Project Manager, GCRTA, Cleveland, OH (216) 781-4095**

**Maribeth Feke, Director of Planning, GCRTA, Cleveland, OH (216) 566-5160**

*\*Pursuant to an e-mail received on August 24, 2004, Mr. Thayer stated that Wilbur Smith Associates were responsible for traffic modeling and ridership projections for this project as a sub-consultant to BRW-URS Corporation, the leading team preparing the FEIS and the PE; the project received a ROD on February 8, 2002. Subsequently, Wilbur Smith Associates assisted GRTA in preparing the New Starts Report submitted in 2001, by providing the agency with additional modeling work to support the submission. Most recently, for the 2003 New Starts Report, Wilbur Smith Associates provided construction cost estimates to support the submittal; the project received a nationally competitive rating of "recommended" on January 28, 2004. Furthermore, Mr. Thayer stated that Wilbur Smith Associates provided updated project construction estimates in support of the agency's FFGA application which is now going through Congressional review. Additionally, Mrs. Feke stated in an e-mail received on August 24 that Wilbur Smith Associates worked as a subconsultant for the PE on this project, and their work was needed to proceed into Final Design, even though assistance to enter into Final Design was not in their scope of work. The Prime Consultant does not meet the requirement with this reference, since the FFGA is yet to be obtained.*

**Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8**

**Form 2A, Reference #3, for Wilbur Smith Associates**

**Berea-I-X Center Red Line Extension DEI, Cleveland, OH (1997 – 2004)**

**Reference: Maribeth Feke, Director of Planning, GCRTA, Cleveland, OH (216) 566-5160**

*\*Pursuant to e-mail received on 8/24/04, Mrs. Feke stated that Wilbur Smith Associates prepared a DEIS for the Berea-I-X Center project. GCRTA never pursued the PE on this project and never completed the ROD. Subsequently, Mrs. Feke indicated that a FFGA application was not prepared for this project, since it did not make it far enough in the New Starts pipeline to receive a recommended rating; however, Wilbur Smith Associates did assist the agency in preparing the New Starts Report submission in August 2001 and 2002. Finally, approval to enter into Final Design on this project was never requested to FTA. The Prime Consultant does not meet the requirement with this reference, since the FFGA is yet to be obtained.*

#### **FINAL DETERMINATION FOR REQUIREMENT #2:**

**Wilbur Smith Associates meets the requirement**

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**Requirement #3 – Assisted in preparing the 5309 "New Starts Report," on a recent rail project that has received a nationally competitive rating from FTA:**

**Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8**

**Form 2A, Reference #2, for Wilbur Smith Associates**

**Project: New Britain – Hartford Busway, Hartford, CT (12/1999 – 3/2002)**

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**Reference:** Stephen Delpapa, Transportation Supervising Planner, CDOT (860) 594-2941  
Maureen Lawrence, Project Manager for the Bureau of Public Transportation,  
CDOT (860) 594-2911

*\*Pursuant to a conversation with Mr. Delpapa, it was established that Wilbur Smith Associates did assist the Connecticut DOT in preparing the DEIS and FEIS, and obtaining a ROD for this project, which was issued on March 13, 2002. However, Mr. Delpapa referred CICC to Ms. Maureen Lawrence in order to obtain a response from the CDOT regarding details on the PE and all the remaining requirements. Ms. Lawrence responded via e-mail on August 30, 2004 stating that the CDOT has not requested a FFGA yet. Additionally, Mrs. Lawrence indicated that Wilbur Smith Associates assisted the CDOT on the first and second New Starts Report submittals, in 1999 and 2000 respectively. These were done while the project was in the DEIS and FEIS stage. Wilbur Smith Associates also provided the CDOT with some support documents for submittals prepared in 2001 and 2002; this project received a nationally competitive rating of "recommended" each year in the New Starts Reports, including the submittals that Wilbur Smith Associates assisted on. Finally, Wilbur Smith Associates was CDOT's consultant for the DEIS and FEIS. The CDOT has not yet requested permission to enter Final Design for this project. Pursuant to further clarification provided by Ms. Lawrence, it was determined that Wilbur Smith Associates was not involved in the PE phase; the PE, together with Preliminary Design and Project Management services, was conducted by Baker Engineering, a firm based in Pittsburgh, PA. The Prime Consultant meets the requirement with this reference.*

**Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8**

**Form 2A, Reference #1, for Wilbur Smith Associates**

**Letter of Clarification from Wilbur Smith Associates, September 2, 2004**

**Project: Euclid Corridor Transportation Project BRT, Cleveland, OH (9/1997 – 12/2008)**

**Reference:** Gary E. Thayer, Project Manager, GCRTA, Cleveland, OH (216) 781-4095  
Maribeth Feke, Director of Planning, GCRTA, Cleveland, OH (216) 566-5160

*\*Pursuant to an e-mail received on August 24, 2004, Mr. Thayer stated that Wilbur Smith Associates were responsible for traffic modeling and ridership projections for this project as a sub-consultant to BRW-URS Corporation, the leading team preparing the FEIS and the PE; the project received a ROD on February 8, 2002. Subsequently, Wilbur Smith Associates assisted GRTA in preparing the New Starts Report submitted in 2001, by providing the agency with additional modeling work to support the submission. Most recently, for the 2003 New Starts Report, Wilbur Smith Associates provided construction cost estimates to support the submittal; the project received a nationally competitive rating of "recommended" on January 28, 2004. Furthermore, Mr. Thayer stated that Wilbur Smith Associates provided updated project construction estimates in support of the agency's FFGA application which is now going through Congressional review. Additionally, Mrs. Feke stated in an e-mail received on August 24 that Wilbur Smith Associates worked as a subconsultant for the PE on this project, and their work was needed to proceed into Final Design, even though assistance to enter into Final Design was not in their scope of work. The Prime Consultant meets the requirement with this reference.*

**Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8**

**Form 2A, Reference #3, for Wilbur Smith Associates**

**Berea-I-X Center Red Line Extension DEI, Cleveland, OH (1997 – 2004)**

**Reference: Maribeth Feke, Director of Planning, GCRTA, Cleveland, OH (216) 566-5160**

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*\*Pursuant to e-mail received on 8/24/04, Mrs. Feke stated that Wilbur Smith Associates prepared a DEIS for the Berea-IX Center project. GCRTA never pursued the PE on this project and never completed the ROD. Subsequently, Mrs. Feke indicated that a FFGA application was not prepared for this project, since it did not make it far enough in the New Starts pipeline to receive a recommended rating; however, Wilbur Smith Associates did assist the agency in preparing the New Starts Report submission in August 2001 and 2002. Finally, approval to enter into Final Design on this project was never requested to FTA. The Prime Consultant does not meet the requirement with this reference, since the FFGA is yet to be obtained.*

**FINAL DETERMINATION FOR REQUIREMENT #3:  
Wilbur Smith Associates meets the requirement**

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**Requirement #4 – Assisted other transit agencies in obtaining FTA approval to enter into Final Design:**

**Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8**

**Form 2A, Reference #2, for Wilbur Smith Associates**

**Project: New Britain – Hartford Busway, Hartford, CT (12/1999 – 3/2002)**

**Reference: Stephen Delpapa, Transportation Supervising Planner, CDOT (860) 594-2941  
Maureen Lawrence, Project Manager for the Bureau of Public Transportation,  
CDOT (860) 594-2911**

*\*Pursuant to a conversation with Mr. Delpapa, it was established that Wilbur Smith Associates did assist the Connecticut DOT in preparing the DEIS and FEIS, and obtaining a ROD for this project, which was issued on March 13, 2002. However, Mr. Delpapa referred CICC to Ms. Maureen Lawrence in order to obtain a response from the CDOT regarding details on the PE and all the remaining requirements. Ms. Lawrence responded via e-mail on August 30, 2004 stating that the CDOT has not requested a FFGA yet. Additionally, Mrs. Lawrence indicated that Wilbur Smith Associates assisted the CDOT on the first and second New Starts Report submittals, in 1999 and 2000 respectively. These were done while the project was in the DEIS and FEIS stage. Wilbur Smith Associates also provided the CDOT with some support documents for submittals prepared in 2001 and 2002; this project received a nationally competitive rating of "recommended" each year in the New Starts Reports, including the submittals that Wilbur Smith Associates assisted on. Finally, Wilbur Smith Associates was CDOT's consultant for the DEIS and FEIS. The CDOT has not yet requested permission to enter Final Design for this project. Pursuant to further clarification provided by Ms. Lawrence, it was determined that Wilbur Smith Associates was not involved in the PE phase; the PE, together with Preliminary Design and Project Management services, was conducted by Baker Engineering, a firm based in Pittsburgh, PA. The Prime Consultant does not meet the requirement with this reference, since approval from FTA to enter into Final Design has yet to be requested.*

**Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8**

**Form 2A, Reference #1, for Wilbur Smith Associates**

**Letter of Clarification from Wilbur Smith Associates, September 2, 2004**

**Project: Euclid Corridor Transportation Project BRT, Cleveland, OH (9/1997 – 12/2008)**

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**Reference: Gary E. Thayer, Project Manager, GCRTA, Cleveland, OH (216) 781-4095**  
**Maribeth Feke, Director of Planning, GCRTA, Cleveland, OH (216) 566-5160**

*\*Pursuant to an e-mail received on August 24, 2004, Mr. Thayer stated that Wilbur Smith Associates were responsible for traffic modeling and ridership projections for this project as a sub-consultant to BRW-URS Corporation, the leading team preparing the FEIS and the PE; the project received a ROD on February 8, 2002. Subsequently, Wilbur Smith Associates assisted GRTA in preparing the New Starts Report submitted in 2001, by providing the agency with additional modeling work to support the submission. Most recently, for the 2003 New Starts Report, Wilbur Smith Associates provided construction cost estimates to support the submittal; the project received a nationally competitive rating of "recommended" on January 28, 2004. Furthermore, Mr. Thayer stated that Wilbur Smith Associates provided updated project construction estimates in support of the agency's FFGA application which is now going through Congressional review. Additionally, Mrs. Feke stated in an e-mail received on August 24 that Wilbur Smith Associates worked as a subconsultant for the PE on this project, and their work was needed to proceed into Final Design, even though assistance to enter into Final Design was not in their scope of work. The Prime Consultant does not meet the requirement with this reference.*

**Summary-Letter of Interest from Wilbur Smith Associates, page 1 of 8**

**Form 2A, Reference #3, for Wilbur Smith Associates**

**Berea-I-X Center Red Line Extension DEI, Cleveland, OH (1997 – 2004)**

**Reference: Maribeth Feke, Director of Planning, GCRTA, Cleveland, OH (216) 566-5160**

*\*Pursuant to e-mail received on 8/24/04, Mrs. Feke stated that Wilbur Smith Associates prepared a DEIS for the Berea-IX Center project. GCRTA never pursued the PE on this project and never completed the ROD. Subsequently, Mrs. Feke indicated that a FFGA application was not prepared for this project, since it did not make it far enough in the New Starts pipeline to receive a recommended rating; however, Wilbur Smith Associates did assist the agency in preparing the New Starts Report submission in August 2001 and 2002. Finally, approval to enter into Final Design on this project was never requested to FTA. The Prime Consultant does not meet the requirement with this reference, since approval from FTA to enter into Final Design was never requested.*

#### **FINAL DETERMINATION FOR REQUIREMENT #4:**

**Wilbur Smith Associates meets the requirement**

**Wilbur Smith Associates meets the minimum requirements; therefore the team is considered to be RESPONSIVE**

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#### **ISSUES RELATED TO PROFESSIONAL RELATIONSHIPS**

- A. Prime and subconsultants selected for the E03-MDT-01, Program Management Consulting (PMC) Services for the People's Transportation Plan will not be allowed to participate on this North Corridor Preliminary Engineering Design Services, CICC Project No. E04-MDT-01. For the purpose of this paragraph the word "selected" shall mean the time when the County Manager's authorization to negotiate is filed with the Clerk of the Board.

- B. Prime Consultants must identify whether they or any of their sub-consultants, or members have participated in assisting MDT in the preparation of the control estimate, for the North Corridor project. Please note that any firms having performed said task cannot be considered for this solicitation.
- C. Prime Consultants must identify whether they or any of their sub-consultants, or team members are providing or will provide services as the Project Management Oversight Consultant (PMOC) for FTA, on any MDT Project. Any proposer involved in this relationship wishing to participate in this solicitation shall do the following:
  - 1. Disclose the professional relationship in the proposal cover letter, and
  - 2. Agree in the proposal cover letter to eliminate the offending relationship with FTA, to the extent allowed by law or contract, before this contract is awarded by Miami-Dade County.

*\*No statement has been found included in the proposal identifying whether the Prime Consultant or any of its Sub-consultants are providing or will provide the aforementioned services.*

## **E04-MDT-01, PTP: North Corridor Preliminary Engineering (PE)**

### **Proposal No. 2**

**Firm – Parsons Transportation Group, Inc.**

**Proposed Project Manager: Dennis Lyzniak, P.E.**

### **MINIMUM REQUIREMENTS:**

The prime and/or sub-consultants selected must have experience within the last five (5) years in the following areas:

**Requirement #1 – Prepared a Final Environmental Impact Statement (FEIS) and elements of the National Environmental Policy Act (NEPA) process, including Preliminary Engineering (PE) to the level necessary to obtain a Record of Decision (ROD), and have received an ROD from the Federal Transit Administration (FTA) all for the same project:**

**Summary-Letter of Interest from Parsons Transportation Group, page 6 of 8**

**Form 2A, Reference #1, for Parsons Transportation Group**

**Project: Charlotte South Corridor Transitway MIS/EIS/PE/FD/CM, Charlotte, NC (10/2000 – 10/2006)**

**Reference: David Leard, Project Director, Charlotte Transit Area System (704) 336-7999**

*\*Pursuant to an e-mail received from Mr. Leard on August 23, 2004, Parsons Transportation Group prepared a Final Environmental Impact Statement (FEIS) and elements of the National Environmental Policy Act (NEPA) process, including Preliminary Engineering (PE) to the level necessary to obtain a Record of Decision (ROD); as a result, this project received a ROD on May 19, 2003. Furthermore, Parsons Transportation Group has assisted this agency in providing the required FFGA documentation to FTA; the FFGA is expected to be received in November 2004. Additionally, Parsons Transportation Group has assisted this agency in preparing the 5309 "New Starts Report" for this project for Federal fiscal years 2003-2005, which were submitted in August of each year; the project received "recommended" ratings or better for the last three reports. Finally, Parsons Transportation Group assisted this agency in obtaining FTA approval to enter into Final Design in August 2003. **The Prime Consultant meets the requirement with this reference.***

**Summary-Letter of Interest from Parsons Transportation Group, page 6 of 8**

**Form 2A, Reference #3, for Parsons Transportation Group**

**Project: Weber County to Salt Lake City Commuter Rail Project, Salt Lake City, UT (8/2002 – 10/2007)**

**Reference: W. Steven Meyer, Manager, Engineering & Construction Commuter Rail (801) 287-2538**

*\*Pursuant to an e-mail received from Mr. Meyer on August 23, 2004, the environmental and engineering work is in process. Parsons Transportation Group is currently working on completing both the FEIS with the Record of Decision (ROD) scheduled for December, 2004. The submittal to UTA of the draft FEIS for internal review is scheduled for August 27, 2004. The preliminary engineering that has formed the basis for the environmental document has been completed. Parsons Transportation Group is continuing to advance the design, and has been responsible for all the*



engineering and environmental work on the project to date. Subsequently, Parsons Transportation Group has assisted the agency in preparation of the FFGA application, which is intended to be submitted in September 2004. Furthermore, Parsons Transportation Group and its team members have been instrumental in resolving ridership modeling issues with FTA that form the basis for the New Starts Report. The latest report was submitted on August 19, 2004, and the project received a "recommended" rating in the FY05 New Starts report, dated February 2004. Finally, Parsons Transportation Group is currently assisting the agency in preparing the application to enter Final Design. The Prime Consultant does not meet the requirement with this reference, since the ROD has not been received.

**FINAL DETERMINATION FOR REQUIREMENT #1:  
Parsons Transportation Group meets the requirement**

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**Requirement #2 – Assisted other transit agencies in obtaining a Full Funding Grant Agreement (FFGA), for a rail project with FTA:**

**Summary-Letter of Interest from Parsons Transportation Group, page 6 of 8**

**Form 2A, Reference #1, for Parsons Transportation Group**

**Project: Charlotte South Corridor Transitway MIS/EIS/PE/FD/CM, Charlotte, NC (10/2000 – 10/2006)**

**Reference: David Leard, Project Director, Charlotte Transit Area System (704) 336-7999**

*\*Pursuant to an e-mail received from Mr. Leard on August 23, 2004, Parsons Transportation Group prepared a Final Environmental Impact Statement (FEIS) and elements of the National Environmental Policy Act (NEPA) process, including Preliminary Engineering (PE) to the level necessary to obtain a Record of Decision (ROD); as a result, this project received a ROD on May 19, 2003. Furthermore, Parsons Transportation Group has assisted this agency in providing the required FFGA documentation to FTA; the FFGA is expected to be received in November 2004. Additionally, Parsons Transportation Group has assisted this agency in preparing the 5309 "New Starts Report" for this project for Federal fiscal years 2003-2005, which were submitted in August of each year; the project received "recommended" ratings or better for the last three reports. Finally, Parsons Transportation Group assisted this agency in obtaining FTA approval to enter into Final Design in August 2003. The Prime Consultant does not meet the requirement with this reference, since the FFGA is yet to be obtained.*

**Summary-Letter of Interest from Parsons Transportation Group, page 6 of 8**

**Form 2A, Reference #3, for Parsons Transportation Group**

**Project: Weber County to Salt Lake City Commuter Rail Project, Salt Lake City, UT (8/2002 – 10/2007)**

**Reference: W. Steven Meyer, Manager, Engineering & Construction Commuter Rail (801) 287-2538**

*\*Pursuant to an e-mail received from Mr. Meyer on August 23, 2004, the environmental and engineering work is in process. Parsons Transportation Group is currently working on completing both the FEIS with the Record of Decision (ROD) scheduled for December, 2004. The submittal to UTA of the draft FEIS for internal review is scheduled for August 27, 2004. The preliminary fvp: P:\PSA\ENGINEERING PROJECTS\2004 Engineering Projects\E04-MDT-01, PTP\First-Tier\Minimum Requirements Report on Parsons Transportation Group FINAL 9-7-04.doc*

engineering that has formed the basis for the environmental document has been completed. Parsons Transportation Group is continuing to advance the design, and has been responsible for all the engineering and environmental work on the project to date. Subsequently, Parsons Transportation Group has assisted the agency in preparation of the FFGA application, which is intended to be submitted in September 2004. Furthermore, Parsons Transportation Group and its team members have been instrumental in resolving ridership modeling issues with FTA that form the basis for the New Starts Report. The latest report was submitted on August 19, 2004, and the project received a "recommended" rating in the FY05 New Starts report, dated February 2004. Finally, Parsons Transportation Group is currently assisting the agency in preparing the application to enter Final Design. The Prime Consultant does not meet the requirement with this reference, since the FFGA is yet to be obtained.

Form 2C, Reference #3, for Earth Tech Consulting, Inc.

Project: LYNX Transit Facility Improvements (1/1993 – Ongoing)

Reference: Scott Field, Project Manager for Central FL Regional Transportation Authority (LYNX) (407) 841-2279, ext. 3003

*\*Pursuant to previous conversations between Mr. Field and CICC management while verifying Earth Tech Consulting, Inc.'s references included in Parsons Transportation Group's proposal for CICC Project No. E03-MDT-01, it was determined that Earth Tech Consulting, Inc. assisted the above-mentioned agency in obtaining a FFGA with FTA. The sub-consultant meets the requirement with this reference.*

**FINAL DETERMINATION FOR REQUIREMENT #2:  
Parsons Transportation Group meets the requirement**

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**Requirement #3 – Assisted in preparing the 5309 "New Starts Report," on a recent rail project that has received a nationally competitive rating from FTA:**

Summary-Letter of Interest from Parsons Transportation Group, page 6 of 8

Form 2A, Reference #1, for Parsons Transportation Group

Charlotte South Corridor Transitway MIS/EIS/PE/FD/CM, Charlotte, NC (10/2000 – 10/2006)

Reference: David Leard, Project Director, Charlotte Transit Area System (704) 336-7999

*\*Pursuant to an e-mail received from Mr. Leard on August 23, 2004, Parsons Transportation Group prepared a Final Environmental Impact Statement (FEIS) and elements of the National Environmental Policy Act (NEPA) process, including Preliminary Engineering (PE) to the level necessary to obtain a Record of Decision (ROD); as a result, this project received a ROD on May 19, 2003. Furthermore, Parsons Transportation Group has assisted this agency in providing the required FFGA documentation to FTA; the FFGA is expected to be received in November 2004. Additionally, Parsons Transportation Group has assisted this agency in preparing the 5309 "New Starts Report" for this project for Federal fiscal years 2003-2005, which were submitted in August of each year; the project received "recommended" ratings or better for the last three reports. Finally, Parsons Transportation Group assisted this agency in obtaining FTA approval to enter into Final Design in August 2003. The Prime Consultant meets the requirement with this reference.*

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**Summary-Letter of Interest from Parsons Transportation Group, page 6 of 8**  
**Form 2A, Reference #3, for Parsons Transportation Group**  
**Weber County to Salt Lake City Commuter Rail Project, Salt Lake City, UT (8/2002 – 10/2007)**  
**Reference: W. Steven Meyer, Manager, Engineering & Construction Commuter Rail (801) 287-2538**

*\*Pursuant to an e-mail received from Mr. Meyer on August 23, 2004, the environmental and engineering work is in process. Parsons Transportation Group is currently working on completing both the FEIS with the Record of Decision (ROD) scheduled for December, 2004. The submittal to UTA of the draft FEIS for internal review is scheduled for August 27, 2004. The preliminary engineering that has formed the basis for the environmental document has been completed. Parsons Transportation Group is continuing to advance the design, and has been responsible for all the engineering and environmental work on the project to date. Subsequently, Parsons Transportation Group has assisted the agency in preparation of the FFGA application, which is intended to be submitted in September 2004. Furthermore, Parsons Transportation Group and its team members have been instrumental in resolving ridership modeling issues with FTA that form the basis for the New Starts Report. The latest report was submitted on August 19, 2004, and the project received a "recommended" rating in the FY05 New Starts report on February 2004. Finally, Parsons Transportation Group is currently assisting the agency in preparing the application to enter Final Design. The Prime Consultant meets the requirement with this reference.*

**FINAL DETERMINATION FOR REQUIREMENT #3:**  
**Parsons Transportation Group meets the requirement**

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**Requirement #4 – Assisted other transit agencies in obtaining FTA approval to enter into Final Design:**

**Summary-Letter of Interest from Parsons Transportation Group, page 6 of 8**  
**Form 2A, Reference #1, for Parsons Transportation Group**  
**Charlotte South Corridor Transitway MIS/EIS/PE/FD/CM, Charlotte, NC (10/2000 – 10/2006)**  
**Reference: David Leard, Project Director, Charlotte Transit Area System (704) 336-7999**

*\*Pursuant to an e-mail received from Mr. Leard on August 23, 2004, Parsons Transportation Group prepared a Final Environmental Impact Statement (FEIS) and elements of the National Environmental Policy Act (NEPA) process, including Preliminary Engineering (PE) to the level necessary to obtain a Record of Decision (ROD); as a result, this project received a ROD on May 19, 2003. Furthermore, Parsons Transportation Group has assisted this agency in providing the required FFGA documentation to FTA; the FFGA is expected to be received in November 2004. Additionally, Parsons Transportation Group has assisted this agency in preparing the 5309 "New Starts Report" for this project for Federal fiscal years 2003-2005, which were submitted in August of each year; the project received "recommended" ratings or better for the last three reports. Finally, Parsons Transportation Group assisted this agency in obtaining FTA approval to enter into Final Design in August 2003. The Prime Consultant meets the requirement with this reference.*

**Summary-Letter of Interest from Parsons Transportation Group, page 6 of 8**

**Form 2A, Reference #3, for Parsons Transportation Group**

**Weber County to Salt Lake City Commuter Rail Project, Salt Lake City, UT (8/2002 – 10/2007)**

**Reference: W. Steven Meyer, Manager, Engineering & Construction Commuter Rail (801) 287-2538**

*\*Pursuant to an e-mail received from Mr. Meyer on August 23, 2004, the environmental and engineering work is in process. Parsons Transportation Group is currently working on completing both the FEIS with the Record of Decision (ROD) scheduled for December, 2004. The submittal to UTA of the draft FEIS for internal review is scheduled for August 27, 2004. The preliminary engineering that has formed the basis for the environmental document has been completed. Parsons Transportation Group is continuing to advance the design, and has been responsible for all the engineering and environmental work on the project to date. Subsequently, Parsons Transportation Group has assisted the agency in preparation of the FFGA application, which is intended to be submitted in September 2004. Furthermore, Parsons Transportation Group and its team members have been instrumental in resolving ridership modeling issues with FTA that form the basis for the New Starts Report. The latest report was submitted on August 19, 2004, and the project received a "recommended" rating in the FY05 New Starts report on February 2004. Finally, Parsons Transportation Group is currently assisting the agency in preparing the application to enter Final Design. The Prime Consultant does not meet the requirement with this reference, since the approval from FTA to enter into Final Design is yet to be obtained.*

**FINAL DETERMINATION FOR REQUIREMENT #4:**

**Parsons Transportation Group meets the requirement**

**Parsons Transportation Group meets/does not meet all the minimum requirements, therefore team is considered to be RESPONSIVE**

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**ISSUES RELATED TO PROFESSIONAL RELATIONSHIPS**

- A. Prime and subconsultants selected for the E03-MDT-01, Program Management Consulting (PMC) Services for the People's Transportation Plan will not be allowed to participate on this North Corridor Preliminary Engineering Design Services, CICC Project No. E04-MDT-01. For the purpose of this paragraph the word "selected" shall mean the time when the County Manager's authorization to negotiate is filed with the Clerk of the Board.
- B. Prime Consultants must identify whether they or any of their sub-consultants, or members have participated in assisting MDT in the preparation of the control estimate, for the North Corridor project. Please note that any firms having performed said task cannot be considered for this solicitation.
- C. Prime Consultants must identify whether they or any of their sub-consultants, or team members are providing or will provide services as the Project Management Oversight Consultant (PMOC) for FTA, on any MDT Project. Any proposer involved in this relationship wishing to participate in this solicitation shall do the following:

1. Disclose the professional relationship in the proposal cover letter, and
2. Agree in the proposal cover letter to eliminate the offending relationship with FTA, to the extent allowed by law or contract, before this contract is awarded by Miami-Dade County.

*\*No statement has been found included in the proposal identifying whether the Prime Consultant or any of its Sub-consultants are providing or will provide the aforementioned services.*

## **E04-MDT-01, PTP: North Corridor Preliminary Engineering (PE)**

### **Proposal No. 3**

**Firm – Jacobs Civil, Inc.**

**Proposed Project Manager: Barry Faulkner, AICP**

### **MINIMUM REQUIREMENTS:**

The prime and/or sub-consultants selected must have experience within the last five (5) years in the following areas:

**Requirement #1 – Prepared a Final Environmental Impact Statement (FEIS) and elements of the National Environmental Policy Act (NEPA) process, including Preliminary Engineering (PE) to the level necessary to obtain a Record of Decision (ROD), and have received an ROD from the Federal Transit Administration (FTA) all for the same project:**

**Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5**

**Form 2A, Reference #1, for Jacobs Civil, Inc.**

**Project: North Shore Connector, Pittsburgh, PA (2/2001 – estimated 12/2008)**

**References: Keith Wargo, Director of Rail Improvements, Port Authority of Allegheny County (412) 394-6918**

**Henry M. Nutbrown, Assistant GM, Engineering & Construction, Port Authority of Allegheny County (412) 566-5155**

*\*Pursuant to previous conversations held with Mr. Wargo while reviewing Jacobs Civil, Inc.'s proposal for CICC Project No. E03-MDT-03, this project has been rated as nationally competitive. Jacobs Civil, Inc. was involved in the completion of the AA, DEIS and FEIS as part of the joint venture Tri-Gold, acting as the Project Management Consultant for this project. The project received a ROD from the FTA on July 5, 2002. Furthermore, Jacobs Civil, Inc. assisted the Port Authority in preparing all necessary documentation to negotiate the FFGA for this project. The final FFGA documents were submitted in August 2004, as scheduled. Pursuant to Mr. Wargo, Jacobs Civil, Inc. was also involved in the preparation of all documents related to the 5309 New Starts Report as part of Tri-Gold. The New Starts Report for this project was submitted in October 2003 and it was approved in January 2004, receiving a nationally competitive rating. Finally, in further conversations with Mr. Nutbrown, it was established that Jacobs Civil, Inc. assisted the agency in preparing the PE, as well as in obtaining approval from FTA to enter into Final Design in February 2003. **The Prime Consultant meets the requirement with this reference.***

**Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5**

**Form 2A, Reference #2, for Jacobs Civil, Inc.**

**Project: Las Vegas Resort Corridor Fixed Guideway Downtown Extension, Las Vegas, NV (4/2002 – 10/2007)**

**Reference: Fred A. Ohene, Assistant General Manager, RTC, Southern Nevada (702) 676-1725**

*\*Pursuant to an e-mail received from Mr. Ohehe on August 19, 2004, Jacobs Civil, Inc. has assisted the RTC with an FEIS for the Downtown Extension of the Resort Corridor Fixed Guideway Project. It included elements of NEPA and the PE requisite to obtain a Record of Decision (ROD); as a result, a ROD was obtained on April 9, 2003. Furthermore, Jacobs Civil,*

Inc. is assisting RTC with the FFGA for this project, which is expected to be approved in June 2005. Jacobs Civil, Inc. also assisted RTC in submitting a New Starts Report on August 2003, which was updated on August 17, 2003; this project was rated as "recommended" by FTA on February 3, 2004. Finally, Jacobs Civil, Inc. assisted RTC in obtaining approval from FTA to enter into Final Design; the approval was received on May 13, 2004. The Prime Consultant meets the requirement with this reference.

Form 2A, Reference #3, for Jacobs Civil, Inc.

Project: Old Colony Railroad Rehabilitation/Greenbush, MA (5/1985 – Ongoing)

Reference: Rusty De Roma, Transportation Planning Manager, Massachusetts Bay Transportation Authority (MBTA) (617) 222-5937

*\*Pursuant to previous conversations held with Mr. De Roma while reviewing Jacobs Civil, Inc.'s proposal for CICC Project No. E03-MDT-03, it was confirmed that Jacobs Civil participated on this project as a Prime consultant, completing all phases of the NEPA process. The project received a ROD in 1990-1991 by the FTA. Mr. De Roma also stated that Jacobs Civil, Inc. was also involved in the preparation of all documents related to the 5309 New Starts Report. MBTA prepared the final report with all the documentation produced by the consultants, and submitted it to the FTA to get the project rated. This report gave the project a "recommended" rating, which led to the award of a FFGA for 80% of the \$75M needed for this project. Jacobs Civil, Inc. acted as back-up for MBTA, but they did not participate in the negotiations. An extensive public involvement campaign was implemented by Jacobs Civil, Inc., which is deemed to have been a key factor to the general acceptance of the project. Project started out in 1985, with heavy construction commencing in 1992. Service was open to the public in 1997. The Prime Consultant does not meet the requirement with this reference, since the ROD was received outside the required 5-year time frame (8/1999 – 8/2004).*

#### FINAL DETERMINATION FOR REQUIREMENT #1:

Jacobs Civil, Inc. meets the requirement

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#### Requirement #2 – Assisted other transit agencies in obtaining a Full Funding Grant Agreement (FFGA), for a rail project with FTA:

Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5

Barry Faulkner, Project Manager with Jacobs Civil, Inc., résumé page 1 of 4

Form 2A, Reference #1, for Jacobs Civil, Inc.

Project: North Shore Connector, Pittsburgh, PA (2/2001 – estimated 12/2008)

References: Keith Wargo, Director of Rail Improvements, Port Authority of Allegheny County (412) 394-6918

Henry M. Nutbrown, Assistant GM, Engineering & Construction, Port Authority of Allegheny County (412) 566-5155

*\*Pursuant to previous conversations held with Mr. Wargo while reviewing Jacobs Civil, Inc.'s proposal for CICC Project No. E03-MDT-03, this project has been rated as nationally competitive. Jacobs Civil, Inc. was involved in the completion of the AA, DEIS and FEIS as part of the joint venture Tri-Gold, acting as the Project Management Consultant for this project. The project received*  
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a ROD from the FTA on July 5, 2002. Furthermore, Jacobs Civil, Inc. assisted the Port Authority in preparing all necessary documentation to negotiate the FFGA for this project. The final FFGA documents were submitted in August 2004, as scheduled. Pursuant to Mr. Wargo, Jacobs Civil, Inc. was also involved in the preparation of all documents related to the 5309 New Starts Report as part of Tri-Gold. The New Starts Report for this project was submitted in October 2003 and it was approved in January 2004, receiving a nationally competitive rating. Finally, in further conversations with Mr. Nutbrown, it was established that Jacobs Civil, Inc. assisted the agency in preparing the PE, as well as in obtaining approval from FTA to enter into Final Design in February 2003. The Prime Consultant does not meet the requirement with this reference, since the FFGA has yet to be negotiated.

**Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5**

**Form 2A, Reference #2, for Jacobs Civil, Inc.**

**Project: Las Vegas Resort Corridor Fixed Guideway Downtown Extension, Las Vegas, NV (4/2002 – 10/2007)**

**Reference: Fred A. Ohene, Assistant General Manager, RTC, Southern Nevada (702) 676-1725**

*\*Pursuant to an e-mail received from Mr. Ohehe on August 19, 2004, Jacobs Civil, Inc. has assisted the RTC with an FEIS for the Downtown Extension of the Resort Corridor Fixed Guideway Project. It included elements of NEPA and the PE requisite to obtain a Record of Decision (ROD); as a result, a ROD was obtained on April 9, 2003. Furthermore, Jacobs Civil, Inc. is assisting RTC with the FFGA for this project, which is expected to be approved in June 2005. Jacobs Civil, Inc. also assisted RTC in submitting a New Starts Report on August 2003, which was updated on August 17, 2003; this project was rated as "recommended" by FTA on February 3, 2004. Finally, Jacobs Civil, Inc. assisted RTC in obtaining approval from FTA to enter into Final Design; the approval was received on May 13, 2004. The Prime Consultant does not meet the requirement with this reference, since the FFGA has yet to be negotiated.*

**Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5**

**Barry Faulkner, Project Manager with Jacobs Civil, Inc., résumé page 1 of 4**

**Form 2A, Reference #2, for Jacobs Civil, Inc.**

**Project: Old Colony Railroad Rehabilitation/Greenbush, MA (5/1985 – Ongoing)**

**Reference: Rusty De Roma, Transportation Planning Manager, Massachusetts Bay Transportation Authority (MBTA) (617) 222-5937**

*\* Pursuant to previous conversations held with Mr. De Roma while reviewing Jacobs Civil, Inc.'s proposal for CICC Project No. E03-MDT-03, it was confirmed that Jacobs Civil participated on this project as a Prime consultant, completing all phases of the NEPA process. The project received a ROD in 1990-1991 by the FTA. Mr. De Roma also stated that Jacobs Civil, Inc. was also involved in the preparation of all documents related to the 5309 New Starts Report. MBTA prepared the final report with all the documentation produced by the consultants, and submitted it to the FTA to get the project rated. This report gave the project a "recommended" rating, which led to the award of a FFGA for 80% of the \$75M needed for this project. Jacobs Civil, Inc. assisted MBTA in the process, but they did not participate in the negotiations. An extensive public involvement campaign was implemented by Jacobs Civil, Inc., which is deemed to have been a key factor to the general acceptance of the project. Project started out in 1985, with heavy construction commencing in 1992. Service was open to the public in 1997. The Prime Consultant does not meet the requirement with*



this reference, since the FFGA was obtained before the required 5-year time frame (8/1999 – 8/2004).

Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5

Ik Pyo Hong, AIA, New Starts Criteria & FFGA Coordinator with Jacobs Civil, Inc., key staff résumés, page 42 of 71

Project: Largo Metrorail Extension Project, Prince George's County, MD (1996 – 2004)

Reference: Mary Knight, Office Administrator, Capital Projects, Washington Metropolitan Area Transit Authority (WMATA), Washington, D.C. (202) 962-2300

*\*Pursuant to a conversation held with Mrs. Knight on August 30, 2004, Mr. Ik Pyo Hong worked as Director of the Office of Extensions for WMATA during the time this project was developed, before he went to work for Jacobs Civil, Inc. As stated by Mrs. Knight, Mr. Hong managed the preparation of the DEIS, the FEIS and the PE for this project, which received a Record of Decision (ROD); the FEIS was completed in September 1999 and the ROD was received in February 2000. Subsequently, Mr. Hong wrote the New Starts Report that was submitted to the FTA, receiving a "recommended" rating in 2001. As a result of this rating, the project was funded through a FFGA that was negotiated by Mr. Hong and awarded by the FTA in December 2000. Finally, Mr. Hong managed the application to FTA requesting approval to enter into Final Design, which was approved in July 2000. The Prime Consultant meets the requirement with this reference.*

#### FINAL DETERMINATION FOR REQUIREMENT #2:

Jacobs Civil, Inc. meets the requirement

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Requirement #3 – Assisted in preparing the 5309 "New Starts Report," on a recent rail project that has received a nationally competitive rating from FTA:

Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5

Form 2A, Reference #1, for Jacobs Civil, Inc.

North Shore Connector, Pittsburgh, PA (2/2001 – estimated 12/2008)

References: Keith Wargo, Director of Rail Improvements, Port Authority of Allegheny County (412) 394-6918

Henry M. Nutbrown, Assistant GM, Engineering & Construction, Port Authority of Allegheny County (412) 566-5155

*\*Pursuant to previous conversations held with Mr. Wargo while reviewing Jacobs Civil, Inc.'s proposal for CICC Project No. E03-MDT-03, this project has been rated as nationally competitive. Jacobs Civil, Inc. was involved in the completion of the AA, DEIS and FEIS as part of the joint venture Tri-Gold, acting as the Project Management Consultant for this project. The project received a ROD from the FTA on July 5, 2002. Furthermore, Jacobs Civil, Inc. assisted the Port Authority in preparing all necessary documentation to negotiate the FFGA for this project. The final FFGA documents were submitted in August 2004, as scheduled. Pursuant to Mr. Wargo, Jacobs Civil, Inc. was also involved in the preparation of all documents related to the 5309 New Starts Report as part of Tri-Gold. The New Starts Report for this project was submitted in October 2003 and it was approved in January 2004, receiving a nationally competitive rating. Finally, in further conversations with Mr. Nutbrown, it was established that Jacobs Civil, Inc. assisted the agency in preparing the PE, as well*  
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as in obtaining approval from FTA to enter into Final Design in February 2003. The Prime Consultant meets the requirement with this reference.

**Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5**

**Form 2A, Reference #2, for Jacobs Civil, Inc.**

**Project: Las Vegas Resort Corridor Fixed Guideway Downtown Extension, Las Vegas, NV (4/2002 – 10/2007)**

**Reference: Fred A. Ohene, Assistant General Manager, RTC, Southern Nevada (702) 676-1725**

*\*Pursuant to an e-mail received from Mr. Ohehe on August 19, 2004, Jacobs Civil, Inc. has assisted the RTC with an FEIS for the Downtown Extension of the Resort Corridor Fixed Guideway Project. It included elements of NEPA and the PE requisite to obtain a Record of Decision (ROD); as a result, a ROD was obtained on April 9, 2003. Furthermore, Jacobs Civil, Inc. is assisting RTC with the FFGA for this project, which is expected to be approved in June 2005. Jacobs Civil, Inc. also assisted RTC in submitting a New Starts Report on August 2003, which was updated on August 17, 2003; this project was rated as "recommended" by FTA on February 3, 2004. Finally, Jacobs Civil, Inc. assisted RTC in obtaining approval from FTA to enter into Final Design; the approval was received on May 13, 2004. The Prime Consultant meets the requirement with this reference.*

**Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5**

**Barry Faulkner, Project Manager with Jacobs Civil, Inc., résumé page 1 of 4**

**Form 2A, Reference #2, for Jacobs Civil, Inc.**

**Project: Old Colony Railroad Rehabilitation/Greenbush, MA (5/1985 – Ongoing)**

**Reference: Rusty De Roma, Transportation Planning Manager, Massachusetts Bay Transportation Authority (MBTA) (617) 222-5937**

*\*Pursuant to previous conversations held with Mr. De Roma while reviewing Jacobs Civil, Inc.'s proposal for CICC Project No. E03-MDT-03, it was confirmed that Jacobs Civil participated on this project as a Prime consultant, completing all phases of the NEPA process. The project received a ROD in 1990-1991 by the FTA. Mr. De Roma also stated that Jacobs Civil, Inc. was also involved in the preparation of all documents related to the 5309 New Starts Report. MBTA prepared the final report with all the documentation produced by the consultants, and submitted it to the FTA to get the project rated. This report gave the project a "recommended" rating, which led to the award of a FFGA for 80% of the \$75M needed for this project. Jacobs Civil, Inc. assisted MBTA in the process, but they did not participate in the negotiations. An extensive public involvement campaign was implemented by Jacobs Civil, Inc., which is deemed to have been a key factor to the general acceptance of the project. Project started out in 1985, with heavy construction commencing in 1992. Service was open to the public in 1997. The Prime Consultant does not meet the requirement with this reference, since the New-Starts Report was produced before the required 5-year time frame (8/1999 – 8/2004).*

### **FINAL DETERMINATION FOR REQUIREMENT #3:**

**Jacobs Civil, Inc. meets the requirement**

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**Requirement #4 – Assisted other transit agencies in obtaining FTA approval to enter into Final Design:**

**Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5**

**Form 2A, Reference #1, for Jacobs Civil, Inc.**

**North Shore Connector, Pittsburgh, PA (2/2001 – estimated 12/2008)**

**References: Keith Wargo, Director of Rail Improvements, Port Authority of Allegheny County (412) 394-6918**

**Henry M. Nutbrown, Assistant GM, Engineering & Construction, Port Authority of Allegheny County (412) 566-5155**

*\*Pursuant to previous conversations held with Mr. Wargo while reviewing Jacobs Civil, Inc.'s proposal for CICC Project No. E03-MDT-03, this project has been rated as nationally competitive. Jacobs Civil, Inc. was involved in the completion of the AA, DEIS and FEIS as part of the joint venture Tri-Gold, acting as the Project Management Consultant for this project. The project received a ROD from the FTA on July 5, 2002. Furthermore, Jacobs Civil, Inc. assisted the Port Authority in preparing all necessary documentation to negotiate the FFGA for this project. The final FFGA documents were submitted in August 2004, as scheduled. Pursuant to Mr. Wargo, Jacobs Civil, Inc. was also involved in the preparation of all documents related to the 5309 New Starts Report as part of Tri-Gold. The New Starts Report for this project was submitted in October 2003 and it was approved in January 2004, receiving a nationally competitive rating. Finally, in further conversations with Mr. Nutbrown, it was established that Jacobs Civil, Inc. assisted the agency in obtaining approval from FTA to enter into Final Design in February 2003. **The Prime Consultant meets the requirement with this reference.***

**Summary-Letter of Interest from Jacobs Civil, Inc., page 2 of 5**

**Form 2A, Reference #2, for Jacobs Civil, Inc.**

**Project: Las Vegas Resort Corridor Fixed Guideway Downtown Extension, Las Vegas, NV (4/2002 – 10/2007)**

**Reference: Fred A. Ohene, Assistant General Manager, RTC, Southern Nevada (702) 676-1725**

*\*Pursuant to an e-mail received from Mr. Ohehe on August 19, 2004, Jacobs Civil, Inc. has assisted the RTC with an FEIS for the Downtown Extension of the Resort Corridor Fixed Guideway Project. It included elements of NEPA and the PE requisite to obtain a Record of Decision (ROD); as a result, a ROD was obtained on April 9, 2003. Furthermore, Jacobs Civil, Inc. is assisting RTC with the FFGA for this project, which is expected to be approved in June 2005. Jacobs Civil, Inc. also assisted RTC in submitting a New Starts Report on August 2003, which was updated on August 17, 2003; this project was rated as "recommended" by FTA on February 3, 2004. Finally, Jacobs Civil, Inc. assisted RTC in obtaining approval from FTA to enter into Final Design; the approval was received on May 13, 2004. **The Prime Consultant meets the requirement with this reference.***

**FINAL DETERMINATION FOR REQUIREMENT #4:**

**Jacobs Civil, Inc. meets the requirement**

**Jacobs Civil, Inc. meets all the minimum requirements, therefore team is considered to be  
RESPONSIVE**

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**ISSUES RELATED TO PROFESSIONAL RELATIONSHIPS**

- A. Prime and subconsultants selected for the E03-MDT-01, Program Management Consulting (PMC) Services for the People's Transportation Plan will not be allowed to participate on this North Corridor Preliminary Engineering Design Services, CICC Project No. E04-MDT-01. For the purpose of this paragraph the word "selected" shall mean the time when the County Manager's authorization to negotiate is filed with the Clerk of the Board.
- B. Prime Consultants must identify whether they or any of their sub-consultants, or members have participated in assisting MDT in the preparation of the control estimate, for the North Corridor project. Please note that any firms having performed said task cannot be considered for this solicitation.
- C. Prime Consultants must identify whether they or any of their sub-consultants, or team members are providing or will provide services as the Project Management Oversight Consultant (PMOC) for FTA, on any MDT Project. Any proposer involved in this relationship wishing to participate in this solicitation shall do the following:
  - 1. Disclose the professional relationship in the proposal cover letter, and
  - 2. Agree in the proposal cover letter to eliminate the offending relationship with FTA, to the extent allowed by law or contract, before this contract is awarded by Miami-Dade County.

*\*No statement has been found included in the proposal identifying whether the Prime Consultant or any of its Sub-consultants are providing or will provide the aforementioned services.*

## **E04-MDT-01, PTP: North Corridor Preliminary Engineering (PE)**

### **Proposal No. 4**

**Firm – HDR Engineering, Inc.**

**Proposed Project Manager: Robert E. Cone, P.E.**

### **MINIMUM REQUIREMENTS:**

The prime and/or sub-consultants selected must have experience within the last five (5) years in the following areas:

**Requirement #1 – Prepared a Final Environmental Impact Statement (FEIS) and elements of the National Environmental Policy Act (NEPA) process, including Preliminary Engineering (PE) to the level necessary to obtain a Record of Decision (ROD), and have received an ROD from the Federal Transit Administration (FTA) all for the same project:**

**Form 2A, Reference #1, for HDR Engineering, Inc.**

**Miami Beach Transit Study, Miami Beach, FL (6/2003 – 11/2003)**

**Reference: Fred H. Beckmann, Director of Public Works, City of Miami Beach (305) 673-7080**

*\*Pursuant to conversations held with Mr. Beckmann while reviewing HDR Engineering's proposal for CICC Project Nos. E03-MDT-03 and E03-MDT-03, R PTP, it was determined that Parsons-Brinckerhoff was the Prime consultant working on this project. However, HDR Engineering was hired by the City Commissioners as a private consultant to evaluate different alternatives than the ones recommended by the Prime consultant. The project is currently at the stage of finalizing the FEIS, which is being completed by Parsons-Brinckerhoff. There is no ROD for this project and the New Starts Report is expected to be completed by the Summer 2005. Furthermore, there is no FFGA for this project. However, HDR Engineering undertook a substantial amount of work in terms of community outreach through information campaigns and public meetings. The Prime Consultant does not meet the requirement with this reference, since the NEPA process has not been completed for this project, nor has the ROD been obtained.*

**Summary-Letter of Interest from HDR Engineering, Inc., page 2 of 9**

**Minimum Requirements Chart from HDR Engineering, Inc., page 9 of 9**

**Form 2A, Reference #3, for HDR Engineering, Inc.**

**North Shore Connector, Pittsburgh, PA (2/2001 – 12/2008)**

**Reference : Henry Nutbrown, Assistant General Manager Engineering & Construction, Port Authority of Allegheny County (412) 566-5155**

*\*Pursuant to conversations held with Mr. Nutbrown while reviewing HDR Engineering's proposal for CICC Project No. E03-MDT-02, R, HDR Engineering, Inc. was involved in the completion of the AA, DEIS and FEIS as part of the joint venture Tri-Gold, acting as the Project Management Consultant for this project. The project received a ROD from the FTA on July 5, 2002. Furthermore, HDR Engineering, Inc. assisted the Port Authority in preparing all necessary documentation to negotiate the FFGA for this project. The final FFGA documents were submitted in August 2004, as scheduled. The firm was also involved in the preparation of the documents related to the 5309 New Starts Report as part of Tri-Gold. The Port prepared the final report with all the documentation produced by the consultants, and submitted it to the FTA to get the project rated. The New Starts Report for this project was submitted in October 2003 and it was approved in January 2004, receiving a nationally*

competitive rating. Finally, in further conversations, Mr. Nutbrown stated that HDR Engineering, Inc. assisted the agency in preparing the PE, as well as in obtaining approval from FTA to enter into Final Design in February 2003. The Prime Consultant meets the requirement with this reference.

**FINAL DETERMINATION FOR REQUIREMENT #1:  
HDR Engineering, Inc. meets the requirement**

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**Requirement #2 – Assisted other transit agencies in obtaining a Full Funding Grant Agreement (FFGA), for a rail project with FTA:**

**Form 2A, Reference #1, for HDR Engineering, Inc.**

**Miami Beach Transit Study, Miami Beach, FL (6/2003 – 11/2003)**

**Reference: Fred H. Beckmann, Director of Public Works, City of Miami Beach (305) 673-7080**

*\*Pursuant to conversations held with Mr. Beckmann while reviewing HDR Engineering's proposal for CICC Project Nos. E03-MDT-03 and E03-MDT-03, R PTP, it was determined that Parsons-Brinckerhoff was the Prime consultant working on this project. However, HDR Engineering was hired by the City Commissioners as a private consultant to evaluate different alternatives than the ones recommended by the Prime consultant. The project is currently at the stage of finalizing the FEIS, which is being completed by Parsons-Brinckerhoff. There is no ROD for this project and the New Starts Report is expected to be completed by Summer 2005. Furthermore, there is no FFGA for this project. However, HDR Engineering undertook a substantial amount of work in terms of community outreach through information campaigns and public meetings. The Prime Consultant does not meet the requirement with this reference, since a FFGA has not been negotiated.*

**Summary-Letter of Interest from HDR Engineering, Inc., page 2 of 9**

**Minimum Requirements Chart for HDR Engineering, Inc., page 9 of 9**

**Form 2A, Reference #3, for HDR Engineering, Inc.**

**North Shore Connector, Pittsburgh, PA (2/2001 – 12/2008)**

**Reference: Henry Nutbrown, Assistant General Manager Engineering & Construction, Port Authority of Allegheny County (412) 566-5155**

*\*Pursuant to conversations held with Mr. Nutbrown while reviewing HDR Engineering's proposal for CICC Project No. E03-MDT-02, R, HDR Engineering, Inc. was involved in the completion of the AA, DEIS and FEIS as part of the joint venture Tri-Gold, acting as the Project Management Consultant for this project. The project received a ROD from the FTA on July 5, 2002. Furthermore, HDR Engineering, Inc. assisted the Port Authority in preparing all necessary documentation to negotiate the FFGA for this project. The final FFGA documents were submitted in August 2004, as scheduled. The firm was also involved in the preparation of the documents related to the 5309 New Starts Report as part of Tri-Gold. The Port prepared the final report with all the documentation produced by the consultants, and submitted it to the FTA to get the project rated. The New Starts Report for this project was submitted in October 2003 and it was approved in January 2004, receiving a nationally competitive rating. Finally, in further conversations, Mr. Nutbrown stated that HDR Engineering, Inc. assisted the agency in preparing the PE, as well as in obtaining approval from FTA to enter into Final Design in February 2003. The Prime Consultant does not meet the requirement with this reference.*

Summary-Letter of Interest from HDR Engineering, Inc., pages 4 and 8 of 9  
Minimum Requirements Chart for HNTB Corporation, page 9 of 9  
Project Support Services section, Linda Bohlinger's résumé, page 2 of 2  
Tri-Rail Double Tracking Project, securing a \$327 Million through a FFGA in May 2000  
Reference: Joe Giullietti, Executive Director, South Florida Tri-County Commuter Rail Authority (954) 788-7905  
Project Start Date: N/A  
Project Completion Date: N/A

*\*Pursuant to HNTB's proposal for CICC Project No. E03-MDT-02, R PTP, it was established that Mr. Giullietti is the current Executive Director for the South Florida Tri-County Commuter Rail Authority. Pursuant to an e-mail received on August 26, 2004, Mr. Giullietti stated that in fact Ms. Bohlinger, currently working for HNTB Corporation, was the Executive Director for this agency while she helped to secure the FFGA for the Tri-Rail Double Tracking project, which was approved on June 1, 2001. The sub-consultant meets the requirement with this reference.*

**FINAL DETERMINATION FOR REQUIREMENT #2:  
HDR Engineering, Inc. meets the requirement**

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**Requirement #3 – Assisted in preparing the 5309 “New Starts Report” on a recent rail project that has received a nationally competitive rating from FTA:**

**Form 2A, Reference #1, for HDR Engineering, Inc.**

**Miami Beach Transit Study, Miami Beach, FL (6/2003 – 11/2003)**

**Reference: Fred H. Beckmann, Director of Public Works, City of Miami Beach (305) 673-7080**

*\*Pursuant to conversations held with Mr. Beckmann while reviewing HDR Engineering's proposal for CICC Project No. E03-MDT-03 and E03-MDT-03, R PTP, it was determined that Parsons-Brinckerhoff was the Prime consultant working on this project. However, HDR Engineering was hired by the City Commissioners as a private consultant to evaluate different alternatives than the ones recommended by the Prime consultant. The project is currently at the stage of finalizing the FEIS, which is being completed by Parsons-Brinckerhoff. There is no ROD for this project, and the New Starts Report is expected to be completed by the Summer of 2005. Furthermore, there is no FFGA for this project. However, HDR Engineering undertook a substantial amount of work in terms of community outreach through information campaigns and public meetings. The Prime Consultant does not meet the requirement with this reference, since the New Starts Report has yet to be prepared for this project.*

**Summary-Letter of Interest from HDR Engineering, Inc., page 2 of 9**

**Minimum Requirements Chart for HDR Engineering, Inc., page 9 of 9**

**Form 2A, Reference #3, for HDR Engineering, Inc.**

**North Shore Connector, Pittsburgh, PA (2/2001 – 12/2008)**

**Reference: Henry Nutbrown, Assistant General Manager Engineering & Construction, Port Authority of Allegheny County (412) 566-5155**

*\*Pursuant to conversations held with Mr. Nutbrown while reviewing HDR Engineering's proposal for CICC Project No. E03-MDT-02, R, HDR Engineering, Inc. was involved in the completion of the AA, DEIS and FEIS as part of the joint venture Tri-Gold, acting as the Project Management Consultant*

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for this project. The project received a ROD from the FTA on July 5, 2002. Furthermore, HDR Engineering, Inc. assisted the Port Authority in preparing all necessary documentation to negotiate the FFGA for this project. The final FFGA documents were submitted in August 2004, as scheduled. The firm was also involved in the preparation of the documents related to the 5309 New Starts Report as part of Tri-Gold. The Port prepared the final report with all the documentation produced by the consultants, and submitted it to the FTA to get the project rated. The New Starts Report for this project was submitted in October 2003 and it was approved in January 2004, receiving a nationally competitive rating. Finally, in further conversations, Mr. Nutbrown stated that HDR Engineering, Inc. assisted the agency in preparing the PE, as well as in obtaining approval from FTA to enter into Final Design in February 2003. The Prime Consultant meets the requirement with this reference.

### **FINAL DETERMINATION FOR REQUIREMENT #3:**

**HDR Engineering, Inc. meets the requirement**

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#### **Requirement #4 – Assisted other transit agencies in obtaining FTA approval to enter into Final Design:**

**Form 2A, Reference #1, for HDR Engineering, Inc.**

**Miami Beach Transit Study, Miami Beach, FL (6/2003 – 11/2003)**

**Reference: Fred H. Beckmann, Director of Public Works, City of Miami Beach (305) 673-7080**

*\*Pursuant to conversations held with Mr. Beckmann while reviewing HDR Engineering's proposal for CICC Project No. E03-MDT-03 and E03-MDT-03, R PTP, it was determined that Parsons-Brinckerhoff was the Prime consultant working on this project. However, HDR Engineering was hired by the City Commissioners as a private consultant to evaluate different alternatives than the ones recommended by the Prime consultant. The project is currently at the stage of finalizing the FEIS, which is being completed by Parsons-Brinckerhoff. There is no ROD for this project, and the New Starts Report is expected to be completed by the Summer of 2005. Furthermore, there is no FFGA for this project. However, HDR Engineering undertook a substantial amount of work in terms of community outreach through information campaigns and public meetings. The Prime Consultant does not meet the requirement with this reference, since the New Starts Report has yet to be prepared for this project.*

**Summary-Letter of Interest from HDR Engineering, Inc., page 2 of 9**

**Minimum Requirements Chart for HDR Engineering, Inc., page 9 of 9**

**Form 2A, Reference #3, for HDR Engineering, Inc.**

**North Shore Connector, Pittsburgh, PA (2/2001 – 12/2008)**

**Reference: Henry Nutbrown, Assistant General Manager Engineering & Construction, Port Authority of Allegheny County (412) 566-5155**

*\*Pursuant to conversations held with Mr. Nutbrown while reviewing HDR Engineering's proposal for CICC Project No. E03-MDT-02, R, HDR Engineering, Inc. was involved in the completion of the AA, DEIS and FEIS as part of the joint venture Tri-Gold, acting as the Project Management Consultant for this project. The project received a ROD from the FTA on July 5, 2002. Furthermore, HDR Engineering, Inc. assisted the Port Authority in preparing all necessary documentation to negotiate the FFGA for this project. The final FFGA documents were submitted in August 2004, as scheduled. The firm was also involved in the preparation of the documents related to the 5309 New Starts Report*

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*as part of Tri-Gold. The Port prepared the final report with all the documentation produced by the consultants, and submitted it to the FTA to get the project rated. The New Starts Report for this project was submitted in October 2003 and it was approved in January 2004, receiving a nationally competitive rating. Finally, in further conversations, Mr. Nutbrown stated that HDR Engineering, Inc. assisted the agency in preparing the PE, as well as in obtaining approval from FTA to enter into Final Design in February 2003. The Prime Consultant meets the requirement with this reference.*

#### **FINAL DETERMINATION FOR REQUIREMENT #4:**

**HDR Engineering, Inc. meets the requirement**

**HDR Engineering, Inc. meets all the minimum requirements, therefore team is considered to be  
RESPONSIVE**

---

#### **ISSUES RELATED TO PROFESSIONAL RELATIONSHIPS**

- A. Prime and subconsultants selected for the E03-MDT-01, Program Management Consulting (PMC) Services for the People's Transportation Plan will not be allowed to participate on this North Corridor Preliminary Engineering Design Services, CICC Project No. E04-MDT-01. For the purpose of this paragraph the word "selected" shall mean the time when the County Manager's authorization to negotiate is filed with the Clerk of the Board.
- B. Prime Consultants must identify whether they or any of their sub-consultants, or members have participated in assisting MDT in the preparation of the control estimate, for the North Corridor project. Please note that any firms having performed said task cannot be considered for this solicitation.
- C. Prime Consultants must identify whether they or any of their sub-consultants, or team members are providing or will provide services as the Project Management Oversight Consultant (PMOC) for FTA, on any MDT Project. Any proposer involved in this relationship wishing to participate in this solicitation shall do the following:
  - 1. Disclose the professional relationship in the proposal cover letter, and
  - 2. Agree in the proposal cover letter to eliminate the offending relationship with FTA, to the extent allowed by law or contract, before this contract is awarded by Miami-Dade County.

*\*No statement has been found included in the proposal identifying whether the Prime Consultant or any of its Sub-consultants are providing or will provide the aforementioned services.*

MIAMI-DADE COUNTY, FLORIDA  
OFFICE OF CAPITAL IMPROVEMENTS CONSTRUCTION COORDINATION

# DBE COMPLIANCE REVIEW SUMMARY

Miami-Dade Transit Department  
North Corridor Preliminary Engineering (PE)  
CICC Project No.: E04-MDT-01, PTP

FIRST-TIER MEETING DATE: September 8, 2004

**Ponassi, Fernando (CICC)**

---

**From:** Cornelle, Dunbar (MDT)  
**Sent:** Thursday, September 02, 2004 11:16 AM  
**To:** Ponassi, Fernando (CICC)  
**Cc:** Paulk, Pamela (CICC); Cerna, Maria (MDT)  
**Subject:** RE: CICC Project No. E04-MDT-01, North Corridor Preliminary Engineering - DBE Compliance Review

Fernando,

In re of the above referenced project, proposals from Jacobs, Parsons, HDR and Wilbur Smith Associates were received and reviewed for compliance with Section C (1) of the Affirmative Action Requirements, requiring all proposers, as a condition of responsiveness, to submit a Certificate of Assurance at the time of proposal submittal. The findings are as follows:

Jacobs, Parsons, HDR and Wilbur and Associates have complied with Section C (1) of the Affirmative Action Requirements, for they all have submitted a completed Certificate of Assurance, indicating that they will be expending 20 percent of their total contract amount with Disadvantaged Business Enterprises (DBE).

A Phase two compliance review will be in order as soon as you inform me of your selection for negotiation. Many thanks for your patience and as always contact me for comments or questions.

Dunbar Cornelle  
Office of Civil rights & Labor Relations  
Miami-Dade Transit  
Phone: (305) 375-3634  
Fax: (305) 375-2997

-----Original Message-----

**From:** Ponassi, Fernando (CICC)  
**Sent:** Thursday, August 26, 2004 3:24 PM  
**To:** Cornelle, Dunbar (MDT)  
**Cc:** Paulk, Pamela (CICC); Cerna, Maria (MDT)  
**Subject:** CICC Project No. E04-MDT-01, North Corridor Preliminary Engineering - DBE Compliance Review

Dunbar:

I'm trying to schedule the First-tier meeting for the subject project before September 10th, 2004. Due to the availability of the different committee members, it looks like it will be on September 8th. Please advise the status of DBE compliance review you are conducting, and let me know the chances you may get it done by the end of next week, September 3rd.

Please, call me if you have any questions. Thank you.

Fernando V. Ponassi, A&E Consultant Selection Coordinator  
Capital Improvements Construction Coordination

**Office of the County Manager**

111 NW 1st Street, 13th Floor, Miami, FL 33128

Phone: (305) 375-5637 Fax: (305) 375-1083

E-mail: [FernanP@miamidade.gov](mailto:FernanP@miamidade.gov)

Web: <http://www.miamidade.gov/cicc/>

**"Delivering Excellence Every Day"**

*Miami-Dade County is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure.*

## ADDENDUM NO. ONE

**DATE:** July 15, 2004  
**DEPARTMENT:** Miami-Dade Transit Department  
**CICC PROJECT NAME:** North Corridor Preliminary Engineering, PTP  
**CICC PROJECT NUMBER:** E04-MDT-01, PTP  
**SUBMITTAL DATE:** August 13, 2004  
**CONSULTANT COORDINATOR:** Fernando V. Ponassi

This Addendum is issued to clarify and/or modify the previously issued Notice to Professional Consultant (NTPC), and is hereby made part of the NTPC. All requirements of the NTPC not modified herein shall remain in full force and effect as originally set forth. Please be sure to acknowledge receipt of this Addendum on the form provided by incorporating it within your proposal upon submittal.

### MODIFICATIONS:

1. In Section 1.8 entitled "Schedule" delete the following:  
**Deadline for receipt of questions:** July 23, 2004, at 5:00 P.M. (Local Time)  
  
**Deadline for receipt of proposals:** July 30, 2004 at 12:00 P.M. (Local Time)  
(See Division 2.2 for location)  
  
**And insert the following text:**  
**Deadline for receipt of questions:** July 30, 2004, at 5:00 P.M. (Local Time)  
  
**Deadline for receipt of proposals:** August 13, 2004 at 12:00 P.M. (Local Time)  
(See Division 2.2 for location)
2. In Section 2.1 entitled "Format and Contents", Exhibit "A" DBE Provisions, please include the attached "DBE Contractor Identification Statement" form, as described in Section III(C)(1)(b)(4) on page 13 of said provisions.

**ALL OTHER PROVISIONS OF THE ORIGINAL "NOTICE TO PROFESSIONAL CONSULTANTS" REMAIN UNCHANGED.**

ec: Roosevelt Bradley, Director, MDT

**DBE CONTRACTOR IDENTIFICATION STATEMENT**  
**MDT DBE Participation Program**

1) Name of DBE Contractor \_\_\_\_\_

2) Year business established \_\_\_\_\_

3) Address and telephone number \_\_\_\_\_  
\_\_\_\_\_

4) DBE Type: Women \_\_\_\_\_ Black \_\_\_\_\_ Hispanic \_\_\_\_\_ Other (Specify) \_\_\_\_\_

All DBEs must show ownership percentage by gender-- Male \_\_\_\_\_ % Female \_\_\_\_\_ %

5) Name of principal officer \_\_\_\_\_

6) Principal type of work \_\_\_\_\_

7) Name of persons involved in management of firm and positions held:

	NAME	RACE	SEX	POSITION/TITLE
A.	_____	_____	_____	_____
B.	_____	_____	_____	_____
C.	_____	_____	_____	_____
D.	_____	_____	_____	_____
E.	_____	_____	_____	_____

If additional space is needed, please use another sheet.

8) For a Corporation or Professional Association (PA): Identify those who own five percent or more of the firm's stock or five percent or more share of a Professional Association.

	NAME	RACE	SEX	YEARS OF OWNERSHIP	OWNERSHIP PERCENTAGE	VOTING PERCENTAGE
A.	_____	_____	_____	_____	_____	_____
B.	_____	_____	_____	_____	_____	_____
C.	_____	_____	_____	_____	_____	_____
D.	_____	_____	_____	_____	_____	_____
E.	_____	_____	_____	_____	_____	_____

If additional space is needed, please use another sheet.

(Continued on Page 2)

Page 2  
**DBE CONTRACTOR IDENTIFICATION STATEMENT**

**MDT DBE Participation Program**

9) For a Proprietorship, indicate the DBE status and gender of the proprietor:

Black Male \_\_\_\_\_ Black Female \_\_\_\_\_ Hispanic Male \_\_\_\_\_ Hispanic Female \_\_\_\_\_

Other Male (Specify) \_\_\_\_\_ Other Female (Specify) \_\_\_\_\_

10) Does the firm have an 8(a) Certification issued by the Small Business Administration under Section 8(a) of the Small Business Act as amended (15 U.S.C. 637 (a)?

NO \_\_\_\_\_ YES \_\_\_\_\_, Certified as an 8(a) Contractor (date) \_\_\_\_\_

11) Date certified by MDT/Miami-Dade County Department of Business Development \_\_\_\_\_  
Cert. No. \_\_\_\_\_ Expires \_\_\_\_\_.

12) The undersigned agrees to provide other relevant information concerning ownership and control if requested to do so by MDC or its representative.

\_\_\_\_\_  
Signature of Official of DBE Company

\_\_\_\_\_  
Title of Official

\_\_\_\_\_  
Date

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**MIAMI-DADE COUNTY, FLORIDA  
NOTICE TO PROFESSIONAL CONSULTANTS  
MIAMI-DADE COUNTY TRANSIT DEPARTMENT  
NORTH CORRIDOR PRELIMINARY ENGINEERING DESIGN SERVICES, PTP  
CICC PROJECT NO. E04-MDT-01, PTP**

The County Manager, Miami-Dade County (County), pursuant to Chapter 287.055, Florida Statutes, and Chapter 2, Section 2-10.4 of the Miami-Dade County Code as amended by Ordinance 01-105 and Administrative Order 3-39, announces that professional architectural and engineering (A/E) services will be required for the North Corridor Preliminary Engineering Design Services for the Miami-Dade Transit Department (MDT). This contract shall be a non-exclusive professional services agreement. The term of the contract is three-years.

**MINIMUM REQUIREMENTS**

Proposers are advised of the following minimum consultant requirements:

The prime and/or sub-consultants selected must have experience within the last five (5) years in the following areas:

- 1) Prepared a Final Environmental Impact Statement (FEIS) and elements of the National Environmental Policy Act (NEPA) process, including Preliminary Engineering (PE) to the level necessary to obtain a Record of Decision (ROD), and have received an ROD from the Federal Transit Administration (FTA) all for the same project;
- 2) Assisted other transit agencies in obtaining a Full Funding Grant Agreement (FFGA), for a rail project with FTA;
- 3) Assisted in preparing the 5309 "New Starts Report," on a recent rail project that has received a nationally competitive rating from FTA;
- 4) Assisted other transit agencies in obtaining FTA approval to enter into Final Design.

Note, prime and/or sub-consultants must employ sufficient numbers of individuals experienced in the above-mentioned areas, so that the absence of a few employees will not hamper the progress of the work or the success of the effort.

**INFORMATION REGARDING THE AFOREMENTIONED MINIMUM REQUIREMENTS MUST BE INCLUDED IN THE PROJECT DESCRIPTION LINE OF EACH OF THE FORMS 2A, 2B AND/OR 2C, FOUND IN SECTION 2.1(2), AS APPLICABLE.**

**ISSUES RELATED TO PROFESSIONAL RELATIONSHIPS**

- A. Prime and subconsultants selected for the E03-MDT-01, Program Management Consulting (PMC) Services for the People's Transportation Plan will not be allowed to participate on this North Corridor Preliminary Engineering Design Services, CICC Project No. E04-MDT-01. For the purpose of this paragraph the word "selected" shall mean the time when the County Manager's authorization to negotiate is filed with the Clerk of the Board.



- B. Prime Consultants must identify whether they or any of their sub-consultants, or members have participated in assisting MDT in the preparation of the control estimate, for the North Corridor project. Please note that any firms having performed said task cannot be considered for this solicitation.
- C. Prime Consultants must identify whether they or any of their sub-consultants, or team members are providing or will provide services as the Project Management Oversight Consultant (PMOC) for FTA, on any MDT Project. Any proposer involved in this relationship wishing to participate in this solicitation shall do the following:
1. Disclose the professional relationship in the proposal cover letter, and
  2. Agree in the proposal cover letter to eliminate the offending relationship with FTA, to the extent allowed by law or contract, before this contract is awarded by Miami-Dade County.

### **ALLOWABLE SUBSTITUTIONS FOR A LIMITED PURPOSE**

This process applies only to the following two Miami-Dade Transit solicitations currently advertised, E04-MDT-01 "North Corridor Preliminary Engineering Design Services" and E03-MDT-01 "Program Management Consulting (PMC) Services for the People's Transportation Plan".

In the event that a Proposer in either of the solicitations listed above is potentially disqualified as a result of the issue related to professional relationships regarding the restriction that a prime consultant or subconsultant can not be selected for both North Corridor Preliminary Engineering & Program Management Consultant, Miami-Dade County (MDC) may in its discretion permit the substitution of such subconsultant subject to the terms and conditions of this Section.

In such event, MDC will direct a letter to the Proposer indicating the potential disqualification of the Proposal (the "Disqualification Notice"). The Proposer shall within ten (10) days of the date of the Disqualification Notice propose to the County a substitute subconsultant which does not disqualify the firm. The Proposer shall furnish to the County within the stated period, all information required by this Notice to Professional Consultants with respect to the original subconsultant proposed. Any substitute subconsultant must comply with the same technical qualifications as the removed subconsultant and must otherwise comply with all other requirements of this Request, including where applicable to satisfy DBE requirements and DBE certification. Alternatively, if the Proposer wishes to rely on the qualifications and technical certifications of the members of the Proposer's team to substitute for the disqualifying subconsultant, it shall so notify MDC in writing and provide such other information as may reasonably be required for the evaluation of the existing team members in the performance of these additional duties to be undertaken in substitution of the disqualified subconsultant.

The substitution of subconsultants shall only be allowed to accommodate the processing of these two contracts, when it is determined to be in the best interest of MDC, when it is determined not to affect the conduct of the existing process and when no Proposer is conferred a competitive advantage over other proposers as a result of the substitution. MDC shall be the sole judge of these criteria in its discretion. Please note that for the reasons set forth above, it is anticipated that MDC will not allow any substitutions occurring after the Competitive Selection Committee (CSC) has commenced the evaluation of the affected proposal.

A Prime Consultant may not be substituted. MDC further reserves the right, in the event it is determined to be in the best interest of MDC, to reconvene the CSC and reevaluate all teams to accommodate a substitution allowed pursuant to this Section.

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## DIVISION 1.0 PROCEDURES AND SCOPE OF SERVICES

### 1.1 DEFINITIONS

The following definitions, as well as additional terms necessary for understanding the provisions of this solicitation are defined in Administrative Order 3-39, which may be obtained on the Internet at [www.miamidade.gov](http://www.miamidade.gov), or from the Clerk of the Board, refer to Division 2.2 for location.

- a) A/E means architectural and engineering.
- b) CICC means the Miami-Dade County Office of Capital Improvements Construction Coordination.
- c) **Competitive Selection Committee** or **CSC** as defined in Section 2-10.4 (5) of the Code, shall be the committee appointed by the County Manager to evaluate qualifications and performance of the firms requesting consideration for the specific project and select the most qualified firm (s) to perform the

services.

- d) **Consultant** means the respondent that receives an award of a Contract from the County as a result of this solicitation, which is also to be known as "Prime Consultant".
- e) **Contract** is synonymous with the term "Agreement", an Agreement refers to the Professional Services Agreement (PSA).
- f) **Multiple Projects Contract** is a contract for a "project" which constitutes a grouping of minor or substantially similar construction, rehabilitation or renovation activities as defined in Section 2-10.4(1)(e)(1) and (2), Code of Miami-Dade County.
- g) **Non-Responsive** means a proposer who in the County's sole discretion, has not complied with all of the material requirements outlined in the solicitation, as applicable, and may not be considered for contract award.
- h) **NTPC** means Notice to Professional Consultants, and denotes a document soliciting professional services which contains a description of the scope of services, technical certification requirements, contract measures established for the subject project, data sheets (forms to be completed and submitted as part of the proposal), and submission dates.
- i) **Pre-Qualification Certification** means an annual certification process required of all firms providing architectural, engineering, landscape architectural, land surveying and mapping professional services, for firms serving as prime consultant or sub-consultant, pursuant to Miami-Dade County professional services agreements. Pre-Qualification Certification is the consolidation of the various certification processes into one streamlined process and includes, but may not be limited to, technical certification, affirmative action plan verification, vendor registration and execution of the basic Miami-Dade County affidavits, as applicable. The pre-qualification certification program is administered by the Department of Business Development (DBD). Pre-Qualification approval is granted to firms who have received approval from DBD on all the required certification processes outlined above.
- j) **Responsive** means a proposer who in the County's sole discretion, has complied with all of the requirements outlined in the solicitation, as applicable.
- k) **Project Specific Contract** is a contract for professional services for work of a specified nature, study or planning activity, as defined in Section 2-10.4(1)(e)(1) and (2), Code of Miami-Dade County.
- k) **Proposer**, is synonymous with the words "Submitter" or "Respondent", means the person, firm, entity or organization submitting a response to this solicitation.

## **1.2 SCOPE OF SERVICES**

The scope of services will include performing Preliminary Engineering (PE) design services for the North Corridor Metrorail Extension project. The proposed North Corridor Metrorail Extension project consists of an extension to the existing Metrorail (elevated, heavy rail) line of approximately 9.5 miles that will operate along the N.W. 27<sup>th</sup> Avenue corridor from approximately the existing Martin Luther King Metrorail Station to the Miami-Dade/Broward County line. Seven stations are planned along the alignment at strategic points. The

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NTPC 6-4-04

project is listed in the 2025 Miami Dade Long Range Transportation Plan (LRTP) as a Priority I project. A Priority I project identifies a critical need that requires a response to immediate local and regional transportation problems.

Miami-Dade Transit (MDT) requires the services of a consultant to perform Preliminary Engineering (PE) design services for the North Corridor Extension project. The preliminary engineering design must be acceptable to the community, constructed within the established budget and implemented within the accelerated schedule established by MDT. The required services are divided into two phases: the first phase includes the completion of the Preliminary Engineering design to the level required by the Federal Transit Administration (FTA) to obtain approval to enter into Final Design and the second phase is to assist MDT in securing FTA approval to initiate Final Design.

This Notice to Professional Consultants (NTPC) does not include a detailed scope of services but rather a general description of the expected services to be provided by the consultant. The description is provided so that the consultant can judge the level of effort required, develop team strategies and to encourage innovative approaches to perform the work.

The starting point for the Preliminary Engineering (PE) design effort will be the concept plan contained in the revised Final Environmental Impact Statement (FEIS), under development by the HNTB Corporation. The FEIS concept plan is assumed to be the final alignment although minor modifications may be necessary to meet the engineering design criteria requirements and to minimize right of way acquisition.

The first phase consists of complete preliminary engineering design, but not limited to, for the following major task:

- Civil and structural design
- Track alignment
- Electrical design including power supply distribution system
- System safety, security plan and telecommunication plan
- Signaling and train controls system
- Communications systems
- Fare collection system
- Corrosion control systems
- Roadway modifications required to accommodate the construction of the transit guideway and to accommodate new roads required to access the stations and support facilities
- Storm water management and surface drainage plan
- Erosion and sediment control requirements
- Utilities plan, identifying all the utilities that are impacted by the system, including utilities that must be protected or relocated, as well as new utilities that are required for the operation of the system. Determine the basis and assist in the preparation of agreements with the utility companies (master utility plans)
- Traffic control devices and maintenance of traffic during construction
- Stations, parking lots, parking structures and Park-Ride facilities
- Lighting and landscaping plans, as required
- Analysis and location of maintenance yard and shops, as required
- Bus feeder plan, as needed based on the PTP
- Mechanical design for the line

- Identify the performance requirements for the vehicles and system wide elements
- Electrical design for the line
- Architectural design of all elements of the Metrorail extension
- Landscaping, urban design, land use and Art in Public Places master plan
- Schedule reporting system and controls
- Survey and photogrammetric mapping for the project
- Geotechnical investigation standards, implementation plan and reports
- Compliance with American with Disabilities Act (ADA) requirements
- Phasing plan and master schedule for the project
- Capital cost estimates including contingencies
- Draft Technical specifications
- Develop opening and horizon year ridership projections
- Conduct socioeconomic analysis, as required
- Traffic studies for Park and Ride Facilities
- Operating and Maintenance (O&M) cost estimates in accordance with the latest MDT model as adopted in the PTP
- Graphics and renderings, as required
- Constructability reviews
- Finalize and obtain approval of operating plan
- Participate in Value Engineering program
- Provide support in coordination with other agencies
- Provide support in obtaining permits
- Public involvement activities
- Joint development activities
- Provide support during Peer Review Groups
- Assist MDT with procurement strategies
- Prepare acquisition, appraisal, relocation assistance and property management plans, as needed. Update right of way cost estimates
- Finalize the right of way needs for the project including construction easements requirements
- Develop and maintain a Quality Assurance Plan for planning, documenting and controlling the design process in accordance with FTA Quality Assurance and Quality Control Guidelines
- Review and provide modifications of applicable design policies
- Update financial plan and land use requirements
- Assist MDT in updating the Project Management Plan (PMP) on a day-to-day basis and maintain a system of project controls and quality assurance procedures.

The second task is to secure FTA approval to initiate Final Design. This task includes the following work, but not limited to:

- Develop Final Design approval package for FTA including transmittal letter, New Starts templates and all back up documentation required by FTA and MDT.

Additional services that may be required include:

- Assisting MDT updating and submitting New Starts report on an annual basis, during preliminary and final design phases and until the Full Funding Grant Agreement (FFGA) is signed or MDT deems appropriate.

- Assist MDT in preparing and negotiating the FFGA.

The following design control points are anticipated: fifteen (15%) percent, thirty (30%) percent and final document.

Expected deliverables for the fifteen and thirty percent deliverables are thirty half-size and three full size sets of the construction drawings together with the same number of technical specifications, preliminary estimates of construction, design computations and all support documents required. For the final submittal, fifty (50) sets of all the documents are required, as well as, electronic copies of all the documents in Windows-compatible software and the construction documents in AutoCAD compatible software. All the documents must be submitted in a reproducible form, to scale and complete in design.

To increase contracting opportunities and participation and to compress the schedule of the project, MDC intends to design and construct the North Corridor Metrorail Extension in concurrent sections.

In order to accelerate the completion of the North Corridor, Miami-Dade County will include an option in this contract to provide follow-on Final Design services for the North Corridor. To ensure that final design consultants are under contract prior to the completion of preliminary engineering, shortly after the selection of this consultant, the County intends to select additional A/E consultants that will also perform concurrent final design services.

### **1.3 TEAMING RESTRICTIONS**

Respondents must select between submitting as a prime consultant or sub-consultant when responding to a specific solicitation. All affected proposals, wherein the respondent is in violation of this condition, shall not be considered.

1. Consultants electing to submit as a prime firm may only respond once to a solicitation, limited to participation on a single team. If submitting as a prime firm, said firm may not participate as a sub-consultant on the same solicitation. In the event of specific industry requirements, the County Manager or designee may make exceptions.
2. There will be no teaming restrictions for sub-consultants.

Please be advised that in the event a prime firm or sub-consultant fails to adhere to the restrictions stated herein and participates in more than the outlined maximums, then all affected proposals shall be found non-responsive.

### **1.4 PRE-QUALIFICATION REQUIREMENTS**

All firms and/or individual consultants properly licensed to provide engineering, architectural, landscape architectural, land surveying and, mapping services, (A/E) regardless of their individual assignments in connection with this project, and responding to this solicitation must have filed with the Department of Business Development (DBD) a pre-qualification package and have an approved pre-qualification status from DBD, in accordance with Chapter 2, Section 2-10.4 and Administrative Order 3-39 of Miami-Dade County, by the response deadline of this solicitation. Firms and/or individual consultants are required to have and maintain an approved pre-qualification certification status at the time of submittal to this "Notice to Professional Consultants", throughout the selection process, at time of award, and throughout the duration of the contract term

without any lapses.

Interested A/E firms **MUST** secure the required pre-qualification certification, which includes, but may not be limited to technical certification, affirmative action plan verification, vendor registration and execution of the basic Miami-Dade County affidavits, as applicable prior to the submittal date.

**PLEASE VERIFY EACH TEAM MEMBER PROVIDING A/E SERVICES HAS AN APPROVED PRE-QUALIFICATION CERTIFICATION PRIOR TO THE RESPONSE DEADLINE.**

### **1.5 WORK HISTORY DISCLOSURE**

Work History Disclosure (WHD) and Supplement forms are not required to be submitted with the proposal. Any firm proposing on this solicitation who has not previously submitted a WHD is required to submit WHD forms to the Department to Business Development, 175 N.W. 1st Avenue, 28th Floor, attention: Ms. Veronica Robinson prior to the submittal date. New firms requesting pre-qualification certification with Miami-Dade County to provide engineering, architectural, landscape architectural, land surveying and, mapping services are required to submit WHD forms to the Department to Business Development with their Prequalification package. Ms. Veronica Robinson may be contacted at (305) 349-6118 for additional information.

### **1.6 A/E TECHNICAL CERTIFICATION REQUIREMENTS**

**1.01 - Transportation Planning - Urban Area and Regional Transportation Planning (PRIME)**

**1.02 - Transportation Planning - Mass and Rapid Transit Planning (PRIME)**

**2.01 - Mass Transit Systems - Mass Transit Program (System) Management (PRIME)**

**2.02 - Mass Transit Systems - Mass Transit Feasibility & Technical Studies (PRIME)**

#### **Mass Transit Systems**

**2.03 Mass Transit Vehicle Studies & Propulsion Studies**

**2.04 Mass Transit Controls, Communications & Information Systems**

**2.05 General Quality Engineering**

**2.06 Mass Transit Safety Certification for System Elements**

#### **Highway Systems**

**3.02 Highway Design**

**3.04 Highway Systems – Traffic Engineering Studies**

**3.09 Signing, Pavement Marking, and Channelization**

**3.10 Lighting**

**3.11 Signalization**

**9.02 Soils, Foundations and Materials Testing – Geotechnical and Materials Engineering Services**

#### **Environmental Engineering**

**10.01 Stormwater Drainage Design Engineering Services**

**10.02 Geology Services**

**10.03 Biology Services**

**10.05 Environmental Engineering – Contamination Assessment and Monitoring**

**10.09 Environmental Engineering – Wellfield, Groundwater, and Surface Water Protection and Management**

- 11.00 General Structural Engineering
- 12.00 General Mechanical Engineering
- 13.00 General Electrical Engineering
- 14.00 Architecture

### **Surveying and Mapping**

- 15.01 Land Surveying
- 15.02 Aerial Photography

- 16.00 General Civil Engineering
- 20.00 Landscape Architecture
- 21.00 Land Use Planning

To satisfy the technical certification requirements for the requested services, valid technical certification in all of the above-specified area(s) of work must be held by a firm responding as a sole respondent, or a team of firms. Teams of firms must designate one of its members as the "prime consultant". The **Prime Consultant** will be held responsible for the coordination of all work and must hold technical certification in Categories 1.01 - Transportation Planning - Urban Area and Regional Transportation Planning, 1.02 - Transportation Planning - Mass and Rapid Transit Planning, 2.01 - Mass Transit Systems - Mass Transit Program (System) Management, and 2.02 - Mass Transit Systems - Mass Transit Feasibility & Technical Studies. Joint ventures shall not be allowed. Furthermore, if an individual is providing services that require technical certification by Miami-Dade County, the individual is required to have the relevant certification(s). Individuals who are not technically certified will not be allowed to perform work for those scopes of work requiring technical certification. Additionally, firms that list other areas of work as supplements to the required technical certifications must also be certified for those supplemental areas.

For questions regarding Miami-Dade County's A/E Technical Certification, that are not related to this project and Certification Committee meeting dates, please contact Frederic Toney, Department of Business Development, (305) 375-1048.

### **1.7 CONTRACT MEASURE(S)**

The Miami-Dade County Disadvantage Business Enterprise (DBE) contract participation provisions are as follows:

#### **1 AGREEMENT – 20% DBE MEASURES**

Proposed participating DBE firms must have a valid Miami-Dade County DBE certification by the response deadline of this solicitation. If selected, participating DBE firms must have a valid DBE certification at the time of award of the contract and throughout the contract term(s). Proposers are advised that the DBE certification process takes approximately eight weeks to complete.

All required DBE documents included in the Participation Provisions Package, of this solicitation, must be completed and submitted. Failure to submit the required documentation may render the proposal non-responsive.



## **1.8 SCHEDULE**

The anticipated schedule for this solicitation and contract approval is as follows:

**NTPC available for distribution:** July 2, 2004

**Pre-Submittal Project Briefing:** July 14, 2004 12:00 P.M.  
**Location:** Stephen P. Clark Center  
111 NW 1<sup>st</sup> Street, 18<sup>th</sup> Floor, Conference Room 18-2  
Miami, Florida

**Deadline for receipt of questions:** July 23, 2004, at 5:00 P.M. (Local Time)

**Deadline for receipt of proposals:** July 30, 2004 at 12:00 P.M. (Local Time)  
(See Division 2.2 for location)

**Consultant Coordinator:** Fernando V. Ponassi  
**Address:** 111 N.W. 1<sup>st</sup> Street, Suite 1715  
Miami, FL 33128-1974  
**Telephone:** (305) 375-5637  
**Fax:** (305) 375-1083  
**E-Mail:** FernanP2@miamidade.gov

**All questions in connection with this project shall be in writing and addressed to the Consultant Coordinator, with a copy filed with the Clerk of the Board.** Requests for copies of all public documents may be obtained from the above referenced Consultant Coordinator.

While attendance is not mandatory, interested parties are encouraged to attend the **Pre-Submittal Project Briefing**. This meeting provides interested parties a more detailed scope of the requested services, response requirements, and provides any necessary clarifications prior to the response deadline. Proposers are encouraged to submit any questions in writing, to the Consultant Coordinator no less than **three (3)** working days in advance of the pre-submittal project briefing date.

## **1.9 NTPC AVAILABILITY**

A copy of the NTPC, forms and accompanying participation provisions, as applicable may be obtained at the Vendor Information Center (VIC), located at 111 NW 1<sup>st</sup> Street, Lobby Level, Suite 112, Miami, FL 33128. The phone and fax numbers respectively for the VIC are (305) 375-5773 and (305) 372-6184. A solicitation notification will be forwarded electronically to all consultants who are pre-qualified with Miami-Dade County and have included an e-mail address on their vendor registration form. It will also be e-mailed to those that have vendor enrolled. Additionally, those pre-qualified firms without an e-mail address will be faxed a solicitation notification. The NTPC and accompanying documents may be obtained online at <http://www.miamidade.gov> and click on "Business" for additional information on how to do business with Miami-Dade County.

## **1.10 APPLICABLE LEGISLATION**

The selected consultant will be required to abide by all applicable federal, state and local laws and ordinances, as amended. Among the applicable local laws and ordinances are:

### **FEDERAL REQUIREMENTS**

- Fly America Requirements
- Buy America Requirements
- Cargo Preference Requirements
- Seismic Safety Requirements
- Energy Conservation Requirements
- Clean Water Requirements
- Pre-Award and Post Delivery Audit Requirements
- Lobbying
- Access to Records and Reports
- Federal Changes
- Clean Air
- No Government Obligation to Third Parties
- Program Fraud and False or Fraudulent Statements and Related Acts
- Termination
- Government-wide Debarment and Suspension (Non-procurement)
- Privacy Act
- Civil Rights Requirements
- Breaches and Dispute Resolution
- Disadvantaged Business Enterprises (DBE)
- State and Local Law Disclaimer
- Incorporation of Federal Transit Administration (FTA) Terms

The selected consultant will be required to abide by all applicable federal, state and local laws and ordinances, as amended. Among the applicable local laws and ordinances are:

### **ORDINANCES**

- **97-215**--Office of the Inspector General

Office of Miami-Dade County Inspector General. Office of the Inspector General. Miami-Dade County has established the Office of the Inspector General, which is authorized and empowered to review past, present, and proposed County and Public Health Trust programs, contracts, transactions, accounts, records and programs. The Inspector General (IG) has the power to subpoena witnesses, administer oaths, require the production of records and monitor existing projects and programs. The Inspector General may, on a random basis, perform audits on all County contracts pursuant to Section 2-1076(c)(8) on the County Code.

Notwithstanding the provision in the County Code related to the pre-payment of fees into a pool to fund IG services, on Federally funded projects, IG services will be paid by the user department based on reasonable and allowable actual expenses in accordance with Federal cost accounting principles.

- **02-3**--Cone of Silence
- **02-38**--Local Preference
- **03-107**--Ordinance Amending Section 2-11.1 (s) of the Conflict of Interest and Code of Ethics

## RESOLUTIONS

- **R-1049-93**--Affirmative Action Plan Furtherance and Compliance
- **R-385-95**--Policy prohibiting contracts with firms violating the A.D.A. and other laws prohibiting discrimination on the basis of disability A.D.A. requirements, are a condition of award, as amended by Resolution **R-182-00**
- **R-516-96**--Independent Private Sector Inspector General (IPSIG) Services
- **R-744-00**--Requiring the continued engagement of critical personnel in contracts for professional services for the duration of the project.
- **R-185-00**--Domestic Violence Leave requirements are a condition of award

## ADMINISTRATIVE ORDERS

- **3-20**--Independent Private Sector Inspector General (IPSIG) Services
- **3-26**--Ordinance amending Section 2-10.4 requiring certain agreements for Professional Architectural and Engineering Services to include Value Analysis as a part of the base scope of services.
- **3-27**--Cone of Silence
- **3-31**--Taping Procedures for all Proceedings of Selection and Negotiation Committees
- **3-32**--Community Business Enterprise Program
- **3-34**--Formation and Performance of Selection Committee
- **3-39**--Standard Process for Construction of Capital Improvements, Acquisition of Professional Services, Construction Contracting, Change Orders and Reporting

Pursuant to Administrative Order No. 3-31, effective February 4, 2001, please be advised that videotaping proceedings of the Selection or Negotiation Committee meetings, requires fourteen (14) business days advance notification of scheduled meeting to the Office of Capital Improvements Construction Coordination.

Copies of the aforementioned Ordinances and Resolutions may be obtained at the Clerk of the Board's Office refer to Division 2.2 for location.

### 1.11 CONE OF SILENCE

Pursuant to Section 2-11.1(t) of the Miami-Dade County Code, as amended, a "Cone of Silence" is imposed upon each RFP, RFQ or bid after advertisement and terminates at the time the County Manager issues a written recommendation to the Board of County Commissioners. The Cone of Silence **prohibits any communication** regarding RFPs, RFQs or bids between, among others:

- potential vendors, service providers, bidders, lobbyists or consultants **and** the County's professional staff including, but not limited to, the County Manager and the County Manager's staff, the Mayor, County Commissioners or their respective staffs;
- the Mayor, County Commissioners or their respective staffs **and** the County's professional staff including, but not limited to, the County Manager and the County Manager's staff;
- potential vendors, service providers, bidders, lobbyists or consultants, any member of the County's professional staff, the Mayor, County Commissioners or their respective staffs **and** any member of the respective selection committee

The provisions do not apply to, among other communications:

- oral communications with the staff of the Vendor Information Center, the responsible CICC Agent or Contracting Officer, provided the communication is limited strictly to matters of process or procedure already contained in the solicitation document;
- oral communications at pre-proposal or pre-bid conferences, oral presentations before selection committees, contract negotiations during any duly noticed public meeting, public presentations made to the Board of County Commissioners during any duly noticed public meeting; or
- communications in writing at any time unless specifically prohibited by the applicable RFP, RFQ or bid document.

Proposers or bidders must file a copy of any written communications with the Clerk of the Board, which shall be made available to any person upon request. The County shall respond in writing and file a copy with the Clerk of the Board, which shall be made available to any person upon request.

Written communications may be in the form of fax or e-mail, with a copy to the Clerk of the Board. The telephone number for the Clerk of the Board is (305) 375-5126 and fax number is (305) 375-2484 and their e-mail is [clerkbcc@miamidade.gov](mailto:clerkbcc@miamidade.gov).

In addition to any other penalties provided by law, violation of the Cone of Silence by any proposer or bidder shall render any RFP award, RFQ award or bid award void. Any person having personal knowledge of a violation of these provisions shall report such violation to the State Attorney and/or may file a complaint with Ethics Commission. Proposers or bidders should reference Section 2-11.1(t) of the Miami-Dade County Code for further clarification.

This language is only a summary of the key provisions of the Cone of Silence. Please review Miami-Dade County Administrative Order 3-27 for a complete and thorough description of the Cone of Silence.

### **1.12 LOCAL PREFERENCE**

The evaluation and ranking of proposals is subject to Sections 2-10.4 and 2-8.5 of the Miami-Dade County Code, which, except where Federal and State law mandates to the contrary, provides that a preference be given to a local proposer. Local business means a proposer has a valid occupational license issued by Miami Dade County at least one year prior to bid or proposal submission to do business in Miami-Dade County that authorizes the business to provide the goods, services or construction to be purchased, and has a physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. For architectural and engineering professional service solicitations, if two firms, one local and one non-local are within 5% of each other's ranking, the local firm will proceed to negotiations with the County. In the case of a two-tier evaluation process, the local preference shall also apply at the conclusion of the first-tier to allow eligible local proposers within 5% of the top ranked firms selected to advance to the second-tier evaluation to also participate in the second-tier review. Local preference is only applicable to the Prime firm. If the County extends local preferences to other Counties, those Counties will participate in local preference considerations.

### **1.13 CONFIDENTIAL INFORMATION**

The Proposer or Bidder shall not submit any information in response to this solicitation which the Proposer or Bidder considers to be a trade secret or confidential. The submission of any information to the County in connection with this solicitation shall be deemed conclusively to be a waiver of any trade secret or other protection, which would otherwise be available to the Bidder or Proposer. In the event that the Proposer submits information to the County in violation of this restriction, either inadvertently or intentionally, and clearly identifies that information in the bid or proposal as protected or confidential, the County shall endeavor to redact and return that information to the Bidder or Proposer as quickly as possible, and if appropriate. The County will then evaluate the balance of the bid or proposal. The redaction or return of information pursuant to this clause may render a bid or proposal non-responsive.

### **1.14 CONFLICT OF INTEREST RELATED TO SECTION 2-11.1 OF THE CODE OF MIAMI-DADE COUNTY**

If any consultant has any questions regarding conflicts of interest, the question(s) shall be submitted by the Prime Consultant prior to the submittal date, to the Miami-Dade County Commission on Ethics and Public Trust (Ethics Commission), 19 West Flagler Street, Suite 207, Miami, FL 33130, Attn: Robert Meyers, Executive Director, for evaluation as to any possible conflicts of interest. Determinations by the Ethics Commission shall be rendered prior to the completion of the selection process and shall be deemed final. Any Prime Consultant, sub-consultants, or members found to have a conflict of interest will render the Prime Consultant's submittal non-responsive.

Issues related to professional relationships are addressed on the second page of the NTPC and are for the Selection Committee, appointed by the County Manager, to evaluate as part of their deliberations.

### **1.15 COUNTY MANAGER'S AUTHORITY UNDER SECTIONS 2-8.2.6 AND 2-8.2.7 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA**

The County Manager may negotiate and settle contractor claims, and issue change orders for additional work under contract and amendments for professional services agreements solicited under Sections 2-8.2.6 and 2-8.2.7, Code of Miami-Dade County (as amended by Ord. No. 00-104 and 03-193). As to any specific contract or agreement, such change orders or amendments shall not exceed \$500,000 in cumulative amount and shall not exceed 15% of the contract price in cumulative percentage amount. However, change orders and amendments related to environmental remediation or health requirements shall require ratification by the Board of County Commissioners and shall not be subject to the foregoing limitations. The County Manager may also reduce in any amount the scope and compensation payable under any contract and grant compensable and non-compensable time extensions.

## **DIVISION 2.0 PROPOSAL REQUIREMENTS**

### **2.1 FORMAT AND CONTENTS**

Proposers should carefully follow the format and instructions outlined herein. Each proposal (original and copies), except for plans and schematics, if any, are to be submitted on 8 1/2" X 11" plain paper, individually bound. All documents and information must be fully completed and signed as required. Each proposal shall consist of, but not limited to, the completed forms and DBE documentation. Proposals must be subdivided and

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NTPC 6-4-04

tabbed, to reflect the indicated sections in sequential order. Both prime and sub-consultant forms shall be submitted together under each of the sections. **Please do not include company brochures.** All respondents are strongly encouraged to implement the utilization of recycled paper and submit double-sided printed copies of their proposals. Proposals that do not include the required documents may be deemed non-responsive and may not be considered for contract award.

Every firm or team of firms, whether a sole respondent, a prime consultant firm, or a sub-consultant firm, **MUST BE RESPONSIVE TO ALL** applicable items contained in the following sections. Proposers shall **NOT MODIFY** any of the forms provided and **MUST SUBMIT** in their proposal the completed forms listed below.

**Section-1 Table of Organization (Form 1)** shall be completed and submitted by the prime to include an organizational chart clearly identifying all the firms on the team and their assigned services and personnel in connection with this project along with their Miami-Dade County's Technical Certification categories and signatures, as appropriate. Provide each firm's Federal Employee Identification Number (FEIN) for the entire team. Attach full education and experience resumes of Florida registered professionals and other key individuals assigned to the proposed team.

Be advised that changes to the proposed team composition, such as adding, deleting or replacing a firm(s), or individual subconsultant(s) after the response deadline specified herein, will only be allowed at the discretion of Miami-Dade County. In no circumstances shall a change be allowed which results in a proposer gaining a competitive advantage over the other proposers.

**Section-2 Prime Consultant Project Experience/References (Form 2A).** The Prime consultant must submit three (3) completed Prime Consultant Relevant Project Experience/References (Form 2A) from professional references for three (3) projects performed within the last ten (10) years from the date of this submittal, which demonstrates experience similar to the requested services. Part 1 of the form is to be completed by the prime consultant and Part 2 is to be completed by the reference. Please complete all of the questions, where not applicable insert N/A.

Each sub-consultant on the team must submit one (1) completed Sub-Consultant Project Experience/References (Form 2B) from professional references for projects performed within the last ten (10) years from the date of this submittal, which demonstrates experience similar to the requested services. Part 1 of the form is to be completed by the sub-consultant and Part 2 is to be completed by the reference. Please complete all of the questions, where not applicable insert N/A.

If a firm has not performed similar projects to this solicitation, each firm is still required to submit the number of completed evaluations (Forms 2A & 2B), as indicated above for professional references.

**Form 2C, Sub-Consultant Project Experience,** each sub-consultant must provide on this form, at a minimum, two (2) relevant projects or references. This form may also be utilized by the prime consultant to provide additional project information relevant to past experience.

Prime and sub-consultants are advised to submit new references for each solicitation. CICC may utilize previous references submitted on prior solicitations combined with all past performance

evaluations completed by Miami-Dade County personnel within the last 3 years. Furthermore, CICC reserves the right to request alternate references, when applicable.

**RESPONDENTS FAILURE TO COMPLY WITH THE REFERENCED INFORMATION REQUESTED OF OR TO DEMONSTRATE TO THE COUNTY'S SATISFACTION THEIR RECORD OF PAST PERFORMANCE, SHALL BE CONSIDERED NEGATIVELY IN THE CONSULTANT'S EVALUATION UP TO AND INCLUDING THE POSSIBLE ALLOCATION OF A SCORE OF ZERO (0) FOR THE FIRST-TIER CATEGORY "PAST PERFORMANCE OF THE FIRMS", FOR THE AFFECTED TEAM. PLEASE ENSURE THAT EACH ONE OF YOUR REFERENCES HAVE BEEN ADVISED THAT THEY MAY BE CONTACTED BY CICC STAFF OR DESIGNEE TO VERIFY THE INFORMATION PROVIDED ON FORMS 2A, 2B AND 2C, AS APPLICABLE.**

**BE ADVISED THAT PURSUANT TO SECTION 2-11.1(P) OF THE MIAMI-DADE COUNTY CODE, COUNTY EMPLOYEES MAY NOT PROVIDE PERSONAL LETTERS OF RECOMMENDATION FOR PROFESSIONAL SERVICES FOR ANY PERSON OR FIRM FOR THE SUBJECT PROJECT.**

**Section-3** Local Business Preference Affidavit (Form 3) shall be completed and provided by the prime claiming a local office in Miami-Dade County. Proposers must complete, sign and notarize the form and attach applicable documents. Local preference is only applicable to the prime firm.

**Section-4** Acknowledgment of Addenda (Form 4) shall be completed and submitted by the prime.

**Section-5** Lobbyist Registration (Form 5) shall be submitted listing all members of the presentation team who will be participating in the second-tier (oral presentations) with the proposal. A revised Lobbyist Registration Form must be submitted to the Clerk of The Board five (5) days prior to the second-tier (oral presentations) if additional individuals will be speaking at the second-tier meeting. Applicable fees may be required.

**Exhibit "A"** DBE Provisions Package

**Exhibit "B"** Federal Requirements and Provisions

**THE COUNTY MANAGER MAY IMPOSE THE LOSS OF ELIGIBILITY TO PARTICIPATE IN COUNTY CONTRACTS FOR A SPECIFIED PERIOD OF TIME, NOT TO EXCEED FIVE (5) YEARS, FOR AN APPLICANT, ITS INDIVIDUAL OFFICERS, ITS SHAREHOLDERS WITH SIGNIFICANT INTERESTS, AND ITS AFFILIATED BUSINESSES FOR VIOLATIONS OF OR NON-COMPLIANCE WITH ADMINISTRATIVE ORDER 3-39, INCLUDING THE FALSIFICATION OF INFORMATION PROVIDED IN A PROPOSAL AND /OR CONSULTANT SELECTION DOCUMENTS.**

## **2.2 SUBMITTAL REQUIREMENTS**

Interested firms must submit their proposal in **SEALED ENVELOPES OR CONTAINERS**. All sealed envelopes and/or containers must clearly state on the envelope and/or container the name and number of the project, including the consultant's name, address and telephone number. Each sealed envelope or container shall include **ONE (1) BOUND ORIGINAL PROPOSAL and SEVEN (7) BOUND COPIES**.

All sealed envelopes and containers shall be delivered to the following location:

**Miami-Dade County  
Clerk of the Board  
Stephen P. Clark Center  
111 NW 1<sup>st</sup> Street, Suite 17-202  
Miami, Florida 33128  
Attention: Mr. Fernando V. Ponassi  
Re: Project No. E04-MDT-01**

Please note that pursuant to §119.07(3) (m) of the Florida Statutes, all proposals received will become part of the public record ten (10) days after the response deadline.

To preclude a late respondent from having an advantage, economic or otherwise, over the other respondents, all submittals shall be delivered to the Clerk of the Board in Suite 17-202, not later than the response deadline. The Clerk of the Board will stamp each submittal with the date and time of receipt. This stamp shall constitute definite evidence of such date and time. Following the response deadline, all submittals received before such time shall be opened.

The responsibility for submitting a proposal to the Clerk of the Board on or before the stated time and date is solely and strictly the responsibility of the Proposer. Miami-Dade County is not responsible for delays caused by any mail, package or couriers service, including the U.S. mail, or caused by any other occurrence.

**BE ADVISED THAT ANY AND ALL SEALED PROPOSAL ENVELOPES OR CONTAINERS RECEIVED AFTER THE SPECIFIED RESPONSE DEADLINE IN DIVISION 1.7 SHALL NOT BE CONSIDERED.**

### **2.3 POSTPONEMENT/CANCELLATION**

The County may, at its sole and absolute discretion, reject any and all, or parts of any and all proposals; re-advertise this solicitation; postpone or cancel, at any time, this solicitation process; or waive any irregularities in this solicitation or in the proposals received as a result of this solicitation.

### **2.4 COSTS INCURRED BY PROPOSERS**

All expenses involved with the preparation and submission of proposals to the County, or any work performed in connection therewith, shall be borne by the Proposer(s). No payment will be made for any responses received, nor for any other effort required of or made by the Proposer(s) prior to commencement of work as defined by a contract approved by the Board of County Commissioners.

## **DIVISION 3.0 EVALUATION/SELECTION PROCESS**

### **3.1 INTRODUCTION**

The proposals will be evaluated by a CSC appointed by the County Manager. The Committee will be comprised of appropriate County personnel from multiple departments and members of the community, as deemed



necessary, with the appropriate experience and/or knowledge, striving to ensure that the Committee is balanced with regard to both ethnicity and gender.

### **3.2 SELECTION PROCESS**

Proposals will be evaluated based on a two-tier selection process in accordance with the guidelines established in A.O. 3-39. A summary of the evaluation process to be used in this solicitation is set forth below.

### **3.3 PROPOSAL EVALUATION**

The CSC will evaluate responsive proposals based on the criteria listed below.

A proposer may receive the maximum points (100 points) or a portion of this score depending on the merit of its proposal, as judged by the CSC in accordance with the following criteria:

<b><u>FIRST-TIER SELECTION CRITERIA</u></b>	<b><u>MAX. POINTS</u></b>
1A. Qualifications of firms including the team members assigned to the project	50
2A. Knowledge and past experience of similar type projects	20
3A. Past performance of the firms	20
4A. Amount of work awarded and paid by the County	5
5A. Ability of team members to interface with the County	5

**Criteria 4A's point value will be applied to the teams based on the amount of dollars awarded and paid to the A/E firms which are part of the proposing team.**

This category will be evaluated based on the amount of total dollars awarded and paid by Miami-Dade County and all payments received for Miami-Dade County projects, inclusive of privately funded for each prime consultant and sub-consultant firm(s) on the team, for a period which includes the previous three (3) years in their entirety (January 1 – December 31) and the current year through the submittal date of a specific solicitation.

The actual net paid dollars will be calculated at 100%, for both the prime and sub-consultants on a team. The net paid dollar value of services performed as a prime consultant shall exclude the sub-consultant agreement or fees associated with the subject professional services performed.

Each team's total dollars awarded and paid shall be provided to the selection committee members for their review and evaluation. **Committee members may consider the teams' least dollar values when assigning point values from 1 (more total dollars) to 5 (less total dollars), for this category.**

<b><u>SECOND-TIER SELECTION CRITERIA</u></b>	<b><u>MAX POINTS</u></b>
--	--------------------------

1B. Knowledge of project scope	50
2B. Qualifications of team members assigned to the project	40
3B. Ability to provide required services within schedule and budget	10

The CSC will determine the ranking by adding all of the evaluation scores from the criteria set forth in Division 3.3, via written ballot to the consultant coordinator. The consultant coordinator shall record the scores for each respondent and read the information into the record. At the conclusion of the first-tier selection, a minimum of three (3) of the highest ranked proposers will be short-listed, or by a majority vote, the CSC may determine the maximum number of firms to advance to the second-tier selection (oral presentations). Alternatively, the CSC may waive the second-tier selection process by a majority vote and make a final recommendation to the County Manager, that a contract be negotiated with the highest ranked responsive and responsible proposer(s), based on the first-tier criteria only.

If the CSC chooses to proceed to the second-tier, the CSC shall evaluate the short-listed proposers based on the second-tier criteria outlined in Division 3.3.

Subsequent to full consideration of local preference and tiebreakers at both the first and second-tiers, the CSC will make its final recommendation to the County Manager that a contract be negotiated with the highest ranked responsive and responsible proposer(s). The three (3) highest-ranking teams will be recommended to the County Manager, in order of preference, for his review and concurrence. Upon the County Manager's approval, the County shall enter into negotiations with the recommended proposer(s).

**GEORGE M. BURGESS  
COUNTY MANAGER  
MIAMI-DADE COUNTY, FLORIDA**

**MIAMI-DADE COUNTY CICC**  
**FORM 1**  
**CICC PROJECT NO.: \_\_\_\_\_**

**TABLE OF ORGANIZATION AND PROFESSIONAL RESUMES**

**INSTRUCTIONS:**

Insert the applicable CICC Project Number above.

Attach an organizational chart inclusive of all the following information.

1. Project title
2. Project number
3. List all of the firms in the team along with their assigned services and designated personnel assigned to this project.
4. List each of the Miami-Dade Technical Certification categories each firm on the team will be responsible for, in accordance with Section 1.5.
5. Federal Employee Identification Number (FEIN) for each firm on the team.

Attach full education and experience resumes of Florida registered professionals and other key individuals assigned to the proposed team. Each firm participating on the team for this solicitation is required to sign below. One original copy of every signature on this form is required to be submitted in the original proposal with a copy in all additional proposals. Copies of the certified or registered general contractor or building contractor licenses are required to be submitted with the proposal for Design-Build projects.

Be advised that changes to the proposed team composition, such as adding, deleting or replacing a firm(s), or individual subconsultant(s) after the response deadline specified herein, will only be allowed at the discretion of Miami-Dade County. In no circumstances shall a change be allowed which results in a proposer gaining a competitive advantage over the other proposers.

**NAME OF FIRM**

**PRINT NAME OF  
REPRESENTATIVE**

**SIGNATURE**


# MIAMI-DADE COUNTY-CICC (FORM 2A)

## PRIME CONSULTANT - PROJECT EXPERIENCE/REFERENCES (3 REQUIRED)

### PART 1 (To be completed by the Prime Consultant)

Consultant's Name: \_\_\_\_\_ FEIN No. \_\_\_\_\_  
Reference Project Name/Address: \_\_\_\_\_  
Reference Project Description: \_\_\_\_\_  
Scope of Services Provided: \_\_\_\_\_  
Professional Fees: \$ \_\_\_\_\_ Project Start Date: \_\_\_\_\_ Project Completion Date: \_\_\_\_\_  
Construction Start Date: \_\_\_\_\_ Construction Completion Date: \_\_\_\_\_ Not Applicable (N/A) \_\_\_\_\_  
Project Budget: \$ \_\_\_\_\_ Project Actual Cost: \$ \_\_\_\_\_

### PART 2 (To be completed by the Reference)

Reference Company Name \_\_\_\_\_ Reference Name \_\_\_\_\_  
Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Email: \_\_\_\_\_

- a) Was the project completed within the original professional services budget? Yes ☐ No ☐ N/A ☐  
If no, or N/A, provide comment \_\_\_\_\_
- b) Were the construction documents completed within the scheduled time? Yes ☐ No ☐ N/A ☐  
If no, or N/A, provide comment \_\_\_\_\_
- c) Was the project's construction completed within the scheduled time? Yes ☐ No ☐ N/A ☐  
If no, or N/A, provide comment on consultant's role \_\_\_\_\_
- d) Was the project completed within the estimated construction budget? Yes ☐ No ☐ N/A ☐  
If no, or N/A, provide comment \_\_\_\_\_
- e) Were contract amendments or change orders issued for **Professional Services**? Yes ☐ No ☐ If yes, please check all applicable  
Owner requested ☐ Errors & Omissions ☐ Other ☐ Comment \_\_\_\_\_
- f) Were contract amendments or change orders issued for **Construction**? Yes ☐ No ☐ If yes, please check all applicable  
Owner requested ☐ Errors & Omissions ☐ Other ☐ N/A ☐  
Comment: \_\_\_\_\_
- g) Was the consultant responsive to the owner's needs? Yes ☐ No ☐ Comment \_\_\_\_\_
- h) Communication between Consultant and Owner: Good ☐ Fair ☐ Poor ☐ Comment \_\_\_\_\_
- i) Overall satisfaction with services provided and project as designed: Very satisfied ☐ Satisfied ☐ Not satisfied ☐  
Comment \_\_\_\_\_

Additional comments may be attached on a separate sheet. Please indicate if additional comments are provided: Yes ☐ No ☐

I hereby certify that to the best of my knowledge and belief all the foregoing information is true and correct.

Print Name of Authorized Reference: \_\_\_\_\_

Signature of Authorized Reference: \_\_\_\_\_ Title: \_\_\_\_\_

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_  
SUBSCRIBED AND SWORN TO (or affirmed) before me on \_\_\_\_\_, by \_\_\_\_\_  
(Date) (Affiant)

He/She is personally known to me or has presented \_\_\_\_\_ as identification  
(Type of identification)

\_\_\_\_\_  
(Signature of Notary)

\_\_\_\_\_  
(Serial Number)

\_\_\_\_\_  
(Print or Stamp Name of Notary)

\_\_\_\_\_  
(Expiration Date)

Notary Public \_\_\_\_\_ Notary Seal \_\_\_\_\_

# MIAMI-DADE COUNTY-CICC (FORM 2B)

## SUB-CONSULTANT – PROJECT EXPERIENCE/REFERENCES (1 REQUIRED)

### PART 1 (To be completed by the Sub-Consultant)

Consultant's Name: \_\_\_\_\_ FEIN No. \_\_\_\_\_  
Reference Project Name/Address: \_\_\_\_\_  
Reference Project Description: \_\_\_\_\_  
Scope of Services Provided: \_\_\_\_\_  
Professional Fees: \$ \_\_\_\_\_ Project Start Date: \_\_\_\_\_ Project Completion Date: \_\_\_\_\_  
Construction Start Date: \_\_\_\_\_ Construction Completion Date: \_\_\_\_\_ Not Applicable (N/A) \_\_\_\_\_  
Project Budget: \$ \_\_\_\_\_ Project Actual Cost: \$ \_\_\_\_\_

### PART 2 (To be completed by the Reference)

Reference Company Name \_\_\_\_\_ Reference Name \_\_\_\_\_  
Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Email: \_\_\_\_\_  
a) Was the project completed within the original professional services budget? Yes ☐ No ☐ N/A ☐  
If no, or N/A, provide comment \_\_\_\_\_  
b) Were the construction documents completed within the scheduled time? Yes ☐ No ☐ N/A ☐  
If no, or N/A, provide comment \_\_\_\_\_  
c) Was the project's construction completed within the scheduled time? Yes ☐ No ☐ N/A ☐  
If no, or N/A, provide comment on consultant's role \_\_\_\_\_  
d) Was the project completed within the estimated construction budget? Yes ☐ No ☐ N/A ☐  
If no, or N/A, provide comment \_\_\_\_\_  
e) Were contract amendments or change orders issued for **Professional Services**? Yes ☐ No ☐ If yes, please check all applicable  
**Owner requested** ☐ **Errors & Omissions** ☐ **Other** ☐ Comment \_\_\_\_\_  
f) Were contract amendments or change orders issued for **Construction**? Yes ☐ No ☐ If yes, please check all applicable  
**Owner requested** ☐ **Errors & Omissions** ☐ **Other** ☐ N/A ☐  
Comment: \_\_\_\_\_  
g) Was the consultant responsive to the owner's needs? Yes ☐ No ☐ Comment \_\_\_\_\_  
h) Communication between Consultant and Owner: Good ☐ Fair ☐ Poor ☐ Comment \_\_\_\_\_  
i) Overall satisfaction with services provided and project as designed: Very satisfied ☐ Satisfied ☐ Not satisfied ☐  
Comment \_\_\_\_\_

Additional comments may be attached on a separate sheet. Please indicate if additional comments are provided: Yes ☐ No ☐

I hereby certify that to the best of my knowledge and belief all the foregoing information is true and correct.

Print Name of Authorized Reference: \_\_\_\_\_

Signature of Authorized Reference: \_\_\_\_\_ Title: \_\_\_\_\_

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_  
SUBSCRIBED AND SWORN TO (or affirmed) before me on \_\_\_\_\_, by \_\_\_\_\_  
(Date) (Affiant)

He/She is personally known to me or has presented \_\_\_\_\_ as identification  
(Type of identification)

\_\_\_\_\_  
(Signature of Notary)

\_\_\_\_\_  
(Serial Number)

\_\_\_\_\_  
(Print or Stamp Name of Notary)

\_\_\_\_\_  
(Expiration Date)

Notary Public \_\_\_\_\_

Notary Seal

# MIAMI-DADE COUNTY - CICC (FORM NO. 2C)

## SUB-CONSULTANT PROJECT EXPERIENCE / REFERENCES (see Note 1 below)

Consultant Name	Federal Employee Identification Number (FEIN)	
Company Type*	Address, City, State, Zip Code	
Telephone No.		
List projects performed within the last ten (10) years of the solicitation, which demonstrate experience similar to the requested services. If none, sub-consultants must complete the information requested below for a minimum of two (2) professional references.		
Project Name	Project/Reference #1	Project/Reference #3
Project Address, City, State, Zip Code		
Project Description		
Description of Services		
Name of Key Personnel involved in the Project		
Project Budget		
Project Actual Cost		
Professional Services		
Project Start date		
Project Completion		
Reference Name		
Reference Title		
Reference Company		
Reference Company Address, City, State, Zip Code		
Reference Telephone		
Reference Fax No. and Email Address		

\* Company Type refers to: Architectural, Engineering, Construction, or Other

**Note 1: This Form may be utilized by Prime-Consultants to provide additional reference information in addition to the required number, indicated in Section 2.1, Section-2.**

**MIAMI-DADE COUNTY CICC  
FORM NO. 3**

**LOCAL BUSINESS PREFERENCE AFFIDAVIT**

Proposals submitted for this solicitation will be reviewed by the Evaluation/Selection Committee for a local business preference in accordance with Miami-Dade County Ordinance 02-38 amending Sections 2-8.5 and 2-10.4 of the Miami-Dade County Code, defining local business preference. Local business means the proposer, has a valid occupational license issued by Miami-Dade County at least one year prior to bid or proposal submission to do business in Miami-Dade County that authorizes the business to provide the goods, services or construction to be purchased, and a physical business address located within the limits of Miami-Dade County from which the proposer operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address.

In order for Proposers to be considered for local preference, the proposal submission must present all information requested by the County in this Firm Data Sheet.

**Place of Business (Local Office)**

Proposers claiming a local office in Miami-Dade County must complete all pages of this form, attach applicable documents, appropriately sign and notarize this Form, and include this completed Form with applicable documents in their proposal submission.

**Response to Miami-Dade County Request for Local Business Preference**

The following information is required from the **Proposer** (prime contractor or prime consultant) in order to be considered for local preference:

1. Does the Proposer have a Miami-Dade County Occupational License that authorizes the business to provide the goods, services or construction to be purchased? (Check one)

☐ Yes                      ☐ No

If "Yes", proceed to item 2 below. If "No," please go to item 6 below.

2. Does the Proposer have a physical business address located within the limits of Miami-Dade County, Florida from which the Proposer operates or performs business? (Check one)

☐ Yes                      ☐ No

If "Yes", proceed to item 3 below. If "No," please go to item 6 below.

3. If the answer to Question 2 is "Yes", state the physical business address, city and zip below. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address.

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4. **Submit proof of occupancy** of the Miami-Dade County location identified in item "3 above. If a proposer is leasing space from another company, a copy of the lease or an affidavit from the lessor must be submitted.

5. **Submit a copy of the Miami-Dade County Occupational License for the past two years** that authorizes the business to provide the goods, services or construction to be purchased.

6. Complete the following:

Proposer: \_\_\_\_\_

Federal Employer Identification Number: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

I hereby certify that to the best of my knowledge and belief all the foregoing facts are true and correct.

Signature of Authorized Representative: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

SUBSCRIBED AND SWORN TO (or affirmed) before me on \_\_\_\_\_,  
(Date)

by \_\_\_\_\_ He/She is personally known to me or has  
(Affiant)

presented \_\_\_\_\_ as identification.  
(Type of Identification)

\_\_\_\_\_  
(Signature of Notary)

\_\_\_\_\_  
(Serial Number)

\_\_\_\_\_  
(Print or Stamp Name of Notary)

\_\_\_\_\_  
(Expiration Date)

Notary Public \_\_\_\_\_  
(State)

Notary Seal

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**MIAMI-DADE COUNTY CICC  
FORM 4**

**ACKNOWLEDGEMENT OF ADDENDA**

**CICC PROJECT NO.:** \_\_\_\_\_

**DEPARTMENT:** \_\_\_\_\_

**PROJECT TITLE:** \_\_\_\_\_

**Instructions: Complete Part I or Part II, as applicable.**

**PART I:** Listed below are the dates of issue for each Addendum received in connection with this solicitation.

Addendum #1, Dated \_\_\_\_\_, 200\_\_

Addendum #2, Dated \_\_\_\_\_, 200\_\_

Addendum #3, Dated \_\_\_\_\_, 200\_\_

Addendum #4, Dated \_\_\_\_\_, 200\_\_

Addendum #5, Dated \_\_\_\_\_, 200\_\_

Addendum #6, Dated \_\_\_\_\_, 200\_\_

Addendum #7, Dated \_\_\_\_\_, 200\_\_

**PART II:**

☐ No Addendum was received in connection with this solicitation.

**Firm Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Federal Employer Identification Number:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

LOBBYIST REGISTRATION FOR ORAL PRESENTATION

1. PROJECT TITLE: \_\_\_\_\_
2. CICC PROJECT NO.: \_\_\_\_\_ DEPARTMENT: \_\_\_\_\_
3. FIRM/PROPOSER'S NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 BUSINESS TELEPHONE: ( ) \_\_\_\_\_ FAX: ( ) \_\_\_\_\_
4. List All Members of Presentation Team Who Will Participate in the Oral Presentation

NAME	TITLE	EMPLOYED BY	TELEPHONE NO.
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(ATTACH ADDITIONAL COPIES OF THIS SHEET IF NECESSARY)

The individuals named above are Registered and the Registration Fee is not required for the Oral Presentation ONLY. Proposers are advised that any individual substituted for or added to the presentation team after submittal of the proposal and filing by staff, MUST register with the Clerk of the Board and pay all applicable fees. Other than for the oral presentation, Proposers who wish to recommendation of County personnel regarding this solicitation MUST register with the Clerk of the Board (Form BCCFORM2DOC) and pay all applicable fees.

I do solemnly swear that all the foregoing facts are true and correct and I have read or am familiar with the provision of Section 2-11.1(s) of the Code of Metropolitan Dade County as amended.

SIGNATURE OF AUTHORIZED REPRESENTATIVE \_\_\_\_\_

STATE OF \_\_\_\_\_ (Name and Title of Signatory, Printed or Typed)

COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_,

By \_\_\_\_\_, a \_\_\_\_\_,  
 (Individual, Officer, Partner or Agent) (Sole, Corporation or Partnership)

who is personally known to me or who has produced \_\_\_\_\_  
 as identification, and who did/did not take an oath.

\_\_\_\_\_  
 (Signature of Notary Public Taking Acknowledgment)

\_\_\_\_\_  
 (Name of acknowledger typed, printed or stamped)

\_\_\_\_\_  
 (Title or Rank) (Serial Number, if any)

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# EXHIBIT A

MIAMI-DADE COUNTY

MIAMI-DADE TRANSIT

NOTICE TO PROFESSIONAL CONSULTANTS

NORTH CORRIDOR EXTENSION PRELIMINARY ENGINEERING

AFFIRMATIVE ACTION REQUIREMENTS

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- Bidders List Form
- Schedule for Participation by DBE Contractors
- DBE Contractor Participation Letter of Intent
- DBE Contractor Identification Statement
- DBE Contractor Unavailability Certification
- Notice of Opportunity to Meet with the Contracting Officer
- Quarterly Progress Report on DBE Activities
- Disclosure Affidavit ("Certification Application")  
(May be bound or made available separately)
- DBE Directory, Department of Business Development  
(May be bound or made available separately)

## SECTION I..DEPARTMENT OF LABOR - AFFIRMATIVE ACTION REQUIREMENTS

### A. Overtime Requirements.

No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any work week in which he or she is employed on such work to work in excess of forty hours in such work week unless such laborer or mechanic receives compensation at a rate of not less than one and one-half times the basic rate of pay for all hours worked in excess forty hours in such work week.

### B. Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in subparagraph (b)(1) of 29 CFR Section 5.5, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such district or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in subparagraph (b)(1) of 29 CFR Section 5.5 in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of eight hours or in excess of the standard work week of forty hours without payment of the overtime wages required by the clause set forth in subparagraph (b)(1) of 29 CFR Section 5.5.

### C. Withholding for Unpaid Wages and Liquidated Damages.

DOT or the recipient shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in subparagraph (b)(2) of 29 CFR Section 5.5.

### D. Non-construction Grants.

The contractor or subcontractor shall maintain payrolls and basic payroll records during the course of the work and shall preserve them for a period of three years from the completion of the contract for all laborers and mechanics, including guards and watchmen, working on the contract. Such records shall contain the name and address of each such employee, social security number, correct classifications, hourly rates of wages paid, daily and weekly number of hours worked, deductions made, and actual wages paid. Further, the recipient shall require the contracting officer to insert in any

such contract a clause providing that the records to be maintained under this paragraph shall be made available by the contractor or subcontractor for inspection, copying, or transcription by authorized representatives of DOT and the Department of Labor, and the representatives of DOT and the Department of Labor, and the Contractor or subcontractor will permit such representatives to interview employees during working hours on the job.

#### E. Subcontracts.

The contractor or subcontractor shall insert in any subcontracts the clauses set forth in subparagraph A. through E. of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in subparagraphs A. through E. of this section.

## SECTION II: EQUAL OPPORTUNITY/NONDISCRIMINATION

### A. EQUAL EMPLOYMENT OPPORTUNITY

In connection with the execution of this contract, the contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, ancestry, marital status, pregnancy, sexual orientation, veteran's status, or national origin. The contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, age, disability, marital status, pregnancy, sexual orientation, veteran's status, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeships. Contractor further agrees to insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by MDC setting forth the provisions of this Equal Opportunity clause.

### B. DISCRIMINATION PROHIBITED

The Contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or any other remedy as MDT deems appropriate. (49 CFR Part 26.13(b))

### C. NONDISCRIMINATION

The proposer/bidder will comply with all regulations of the U.-S. Department of Transportation, all applicable provisions of the Civil Rights act of 1964, Executive Order



11246 of September 24, 1964 as amended by Executive Order 11375 Executive Order 11625 of October 13, 1971, the Age Discrimination in Employment Act effective June 12, 1968, the rules regulations and relevant orders of the Secretary of Labor; Chapter 760 (Florida Civil Rights Act of 1992, as amended); Dade County Ordinance 75-46 and Articles 3 and 4 of Chapter 11a of the Code of Miami-Dade County which prohibit discrimination because of race, sex, color, national origin, religion, age, disability, ancestry, marital status, pregnancy, sexual orientation, or veteran's status of any individual.

#### D. DISABILITY NONDISCRIMINATION.

It is hereby declared to be the national policy that elderly persons and persons with disabilities have the same right as other persons to utilize mass transportation and services; that special efforts shall be made in the planning and design of mass transportation facilities and services so that the availability to elderly persons and persons with disabilities of mass transportation which they can effectively utilize will be assured; and that all Federal programs offering assistance in the field of mass transportation (including the programs under this chapter) should contain provisions implementing this policy. (49 U.S.C. Part 5301. (d).) Further, each contractor agrees to insert a similar provision and requirement in each subcontract it awards in the conduct of this project or contract.

### SECTION III: DISADVANTAGED BUSINESS ENTERPRISE AFFIRMATIVE ACTION REQUIREMENTS

A. DEFINITIONS: As used in this Disadvantaged Business Enterprise (DBE) Contractor Participation Provision ("Provision"), the following terms shall have the following meanings (the definitions shall not apply outside of this Provision where inconsistent with those contained elsewhere in the bid documents):

1. Affirmative Action - Positive activities undertaken to eliminate discrimination and effects of past discrimination and to ensure nondiscriminatory practices in the future.
2. Bidder - An individual, firm, partnership, corporation, joint venture, or combination thereof submitting a bid for construction work.
3. Board - Board of County Commissioners, Miami-Dade County, Florida.
4. Challenge - A formal filing by a third party to rebut the presumption that a particular individual is socially and economically disadvantaged.
5. Commercially Useful Function - Work performed by a DBE firm in a particular transaction that, in light of industry practices and other relevant considerations, has a necessary and useful role in the transaction, i.e., the firm's role is not a superfluous step added in an attempt to obtain credit toward goals. If, in the Miami-Dade Transit's judgment, the firm (even though an eligible DBE) does not perform a commercially useful function in the transaction, no credit toward the goal may be awarded.

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6. Compliance Monitor - A person designated by the Director of MDT to assist and to make recommendations to MDT with respect to compliance with this Provision.
7. Contract - A legally binding relationship obligating a seller to furnish supplies or services (including, but not limited to, construction and professional services) and the buyer to pay for them; the Contract, executed by MDC and the successful bidder, of which this Provision is a part. For the purposes of this program, a lease is considered to be a contract.
8. Contract Goal - DBE contractor participation goal established by the Board of County Commissioners for this Contract solicitation.
9. Contract Price - the total bid price of the successful bidder as awarded by the Board of County Commissioners.
10. Contracting Officer - The Director of the Miami-Dade Transit Agency or his/her designee.
11. Contracting Opportunity - Any decision by the Miami-Dade Transit or contractor to institute a procurement action to obtain a product or service commercially (as opposed to intergovernmental actions).
12. Disadvantaged Business Enterprise or DBE - A "for-profit" small business concern--
  - a. That is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged as defined in 49 CFR Part 26.5, or in the case of a corporation, in which at least 51 percent of the stock of which is owned by one or more such individuals; and
  - b. Whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.
13. DBE Certification Letter - A letter evidencing that DBE firm(s) have been certified in accordance with 49 CFR Part 26 by the Department of Business Development, 175 N. W. 1<sup>st</sup> Avenue, 28<sup>th</sup> Floor, Miami, Florida, 33128, phone 305/349-5960.
14. DBE Contractor Identification Statement - a statement, in the form annexed to this Provision, to be signed by a DBE Contractor and containing certain information with respect to the DBE Contractor.
15. DBE Directory - a list of certified DBE Contractors, which is available from the Department of Business Development, 175 N. W. 1<sup>st</sup> Avenue, 28<sup>th</sup> Floor, Miami, FL 33128, 305/349-5960, to aid bidders, but which is not necessarily a representation by MDC that any such listed DBE Contractor is Qualified to do any particular work.

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16. DBE Contractor Unavailability Certification - a written certification, in the form annexed to this Provision, by a DBE Contractor as to its unavailability for certain work.

17. Goal - The numerically expressed objective for this Contract solicitation which bidders are required to make good faith efforts to achieve; a numerical percentage that is not rigid and inflexible and which can be reasonably attained by means of applying every reasonable and sufficient effort to utilize DBE Contractors in the performance of work under this project and in accordance with the terms and requirements of this provision.

18. Letter of Intent - a letter, in the form annexed to this Provision, to be signed by a DBE Contractor with respect to certain work under the Contract.

19. Manufacturer - An individual (or individuals) who owns, operates, or maintains a factory or establishment that produces on the premises the components, materials, or supplies obtained by the Miami-Dade Transit, Contractor, or Transit Vehicle Manufacturer.

20. MDC - Miami-Dade County, Dade County or the County as referred to in the Contract Documents.

21. Notice of Opportunity to Meet with the Contracting Officer - a notice, in the form annexed to this Provision, to be given to a bidder as to its opportunity to request a meeting with the Contracting Officer with respect to MDC's determination of the bidder's compliance with this Provision.

22. Primary Recipient - A grantee who receives DOT financial assistance and passes all or some of the assistance on to a subrecipient.

23. Qualified - a Contractor is qualified to do specific work if it meets all of the following criteria:

- a. It has or is able to obtain any and all licenses required to do such work;
- b. It has the necessary experience, organization, technical qualifications, skills and facilities to do such work;
- c. It is able to comply with the performance schedule reasonably needed for such work;
- d. It does not have an unsatisfactory record of integrity, judgment and performance;
- e. It is able to meet the applicable equal employment opportunities requirements; and

f. It is not otherwise ineligible to perform such work under applicable laws and regulations.

24. Recipient - means any entity, public or private, to which financial assistance from the U. S. Department of Transportation (DOT) is extended whether directly or through another recipient, through the programs of the Federal Transit Administration (FTA), the Federal Highway Administration (FHWA), or the Federal Aviation Administration (FAA), or who has applied for such assistance.

25. Regular Dealer means a firm that owns, operates, or maintains a store, warehouse, or other establishment in which the materials or supplies required for the performance of the contract are bought, kept in stock, and regularly sold to the public in the usual course of business. To be a regular dealer, the firm must engage in, as its principal business, and in its own name, the purchase and sale of the products in question. A regular dealer in such bulk items as steel, cement, gravel, stone, and petroleum products need not keep such products in stock if it owns or operates distribution equipment. Brokers and packagers shall not be regarded as manufacturers or regular dealers within the meaning of this definition.

26. A Small Business Concern, with respect to firms seeking to participate as DBEs in DOT-assisted contracts, is defined in section 3 of the Small Business Act and in Small Business Administration regulations implementing the Act (13 CFR Part 121). Additionally, a small business concern cannot exceed the cap on average annual gross receipts specified in 49 CFR 26.65(b).

27. Socially and Economically Disadvantaged Individual - means any individual who is a citizen (or lawfully admitted permanent resident) of the United States and who is:

a. Any individual who a recipient finds to be a socially and economically disadvantaged individual on a case-by-case basis.

b. Any individual in the following groups, members of which are rebuttably presumed to be socially and economically disadvantaged:

(1) "Black Americans," which includes persons having origins in any of the black racial groups of Africa;

(2) "Hispanic Americans," which includes persons of Mexican, Puerto Rican, Cuban, Dominican, Central or South American or other Spanish or Portuguese culture or origin, regardless of race;

(3) "Native Americans," which includes persons who are American Indians, Eskimos, Aleuts, or Native Hawaiians;

(4) "Asian-Pacific Americans," which includes persons whose origins are from Japan, China, Taiwan, Korea, Burma (Myanmar), Vietnam, Laos, Cambodia (Kampuchea), Thailand, Malaysia, Indonesia, the Philippines, Brunei, Samoa, Guam, the U. S. Trust Territories of the Pacific Islands (Republic of Palau), the Commonwealth of the Northern Marianas Islands, Macao, Fiji, Tonga, Kiribati, Juvalu, Nauru, Federated States of Micronesia, or Hong Kong;

(5) "Subcontinent Asian Americans," which includes persons whose origins are from India, Pakistan, Bangladesh, Bhutan, the Maldives Islands, Nepal or Sri Lanka;

(6) Women;

(7) Any additional groups whose members are designated as socially and economically disadvantaged by the Small Business Administration (SBA), at such time as the SBA designation becomes effective.

28. Schedule of Participation by DBE Contractors - a schedule, in the form annexed to this Provision, containing certain information with respect to work to be performed by DBE Contractors.

29. Subrecipient - Any entity that receives Federal financial assistance from FTA through a primary recipient.

30. Successful bidder - the bidder to which the Contract is awarded.

31. Transit Vehicle is a vehicle used by the Miami-Dade Transit, e.g., bus, railcar, or van, for the primary program purpose of public mass transportation; this definition does not include locomotives or ferry boats.

32. Transit Vehicle Manufacturer (TVM) is a manufacturer of vehicles used by FTA recipients for the primary program purpose of public mass transportation (e.g., buses, railcars, vans). The term does not apply to firms which rehabilitate old vehicles or to manufacturers of locomotives or ferry boats. The term also refers to distributors of or dealers in transit vehicles with respect to requirements of Section 26.49 of the regulations.

33. Transportation Improvement Program (TIP) means an annual or biennial listing of capital and operating assistance projects proposed for funding by FTA.

34. Unavailable - a Contractor is unavailable to do specific work if:

a. It has that knowledge of the terms and specifications of the Contract needed to formulate intelligently a bid or proposal to do such work or to decline intelligently an opportunity to formulate such a bid or proposal; and

b. It does not intend, or is unable, to make a bid or proposal because of lack of interest, inability to meet the reasonable and ordinary demands connected with doing such work, unwillingness to meet the specifications for such work, unwillingness to work on this project or in this geographic area, or such other reason as is determined by MDC to be sufficient.

35. Unified Planning Work Program (UPWP) - A listing of planning projects proposed for funding by FTA.

36. U.S. Department of Transportation Regulations - the final rules and regulations published in the Federal Register (Vol. 64, No. 21, P. 5126 et seq.) dated Tuesday, February 2, 1999, entitled PART 26--PARTICIPATION BY DISADVANTAGED BUSINESS ENTERPRISES IN DEPARTMENT OF TRANSPORTATION FINANCIAL ASSISTANCE PROGRAMS.

B. UTILIZATION OF DBE CONTRACTORS:

1. Affirmative Action Obligation

**All projects, with and without Federal Funding.**

a. Policy. MDC is committed to carry out the DBE Program and of meeting the objectives stated in the program, including nondiscrimination in the award and administration of DOT assisted contracts in MDT's transit programs; creating a level playing field on which DBEs can compete fairly; and ensuring that MDT's DBE program is narrowly tailored in accordance with applicable law. Consequently, the DBE requirements of 49 CFR Part 26 apply to this project.

b. DBE Obligation. Each bidder agrees to ensure that DBE Contractors as defined in 49 CFR Part 26 and this Provision are given the opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal Funds provided under this project. In this regard all bidders shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 and this Provision to ensure that DBE Contractors have the opportunity to compete for and perform contracts. Bidders shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT-assisted contracts.

All determinations of compliance or non-compliance of the bidders with the requirements of this Provision, and of the appropriate consequences of non-compliance, shall be final and binding, except for administrative reconsideration from an adverse decision by MDC as provided in Section 26.53. All determinations shall be final and the result is not administratively appealable to the U.S. Department of Transportation. Nothing in this Provision shall be construed to diminish the legal responsibility or authority of MDC.

2. Stated Goal

A "Stated Goal" is to have portions of the work under the contract performed by qualified DBE firms owned and controlled by individuals who are socially or economically disadvantaged for prices totaling not less than the percentage of the contract price set out in the Bid Form. **For the purposes of this contract, the Stated Goal is Twenty percent (20%) for DBE firms.** Where no DBE goal is provided, the bidder/proposer shall use its best efforts during the performance of the contract to encourage the participation of these persons. DBE Goal requirements for transit vehicles are covered under FTA's Transit Vehicle Manufacturer provisions.

### 3. DBE Contractor/Bidder/Proposer

A Bidder or Proposer which is itself a DBE Contractor may, subject to compliance with the applicable requirements of Section III.B.(1) and (2) of this Provision, achieve the stated goal by performing work with its own forces a value at least equal to the percentage goal.

### 4. Title VI Compliance (Civil Rights Act of 1964)

During the performance of this contract, the contractor itself, its assignees and successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

- a. **Compliance with Regulations:** The contractor shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- b. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, religion, color, sex, age, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- c. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, religion, color, sex, age, or national origin.

d. Information and Reports: The contractor shall provide all information and reports required by the regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by Miami-Dade County or the Federal Transit Administration (FTA) to be pertinent to ascertain compliance with such regulations, orders and instructions. Where any information required from a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to Miami-Dade County, or to the Federal Transit Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

e. Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, Miami-Dade County shall impose such contract sanctions as it or the Federal Transit Administration may determine to be appropriate, including, but not limited to:

- (1) Withholding of payments to the contractor under the contract until the contractor complies, and/or
- (2) Cancellation, termination or suspension of the contract, in whole or in part.

f. Incorporation of Provisions: The contractor shall include the provisions of paragraph III.B.4.a. through III.B.4.f. of this section in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurements as Miami-Dade County or the Federal Transit Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request Miami-Dade County to enter into such litigation to protect the interests of Miami-Dade County, and, in addition, the contractor may request the services of the Attorney General in such litigation to protect the interests of the United States.

#### C. PROPOSAL REQUIREMENTS AND PROCEDURES PRIOR TO CONTRACT AWARD

##### 1. Proposal Submittal

a. Each proposer, as part of its proposal, shall submit a completed and signed Certification of Assurance failure to submit the Certificate of Assurance will deem you non-responsive.

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b. The selected proposer(s) as a condition of responsiveness, shall submit to MDT two days prior to negotiation for each proposed DBE, the following documents:

- (1) A Letter of Certification or other document from the Miami-Dade County Department of Business Development for each proposed DBE firm showing that the firm possesses a currently valid certification as a Disadvantaged Business Enterprise at the time the bids or proposals are submitted.
- (2) A completed Schedule For Participation signed by the bidder listing those subcontracts which will be awarded to DBE contractors. This schedule shall list those Certified DBE Contractors with which the bidder intends to contract for the performance of portions of the work under the Contract, specifying the price to be paid to each such DBE Contractor, including a proposed timetable for the performance of each such contract item and providing other information as may be required by the Schedule (the Schedule may include only work the DBE will perform itself or subcontract to other certified DBE firms); and
- (3) A completed and signed Letter of Intent by each DBE Contractor listed in the Schedule for Participation indicating readiness to perform the work described for the amounts stated in the Schedule for Participation.
- (4) A completed and signed DBE Contractor Identification Statement for each proposed DBE Contractor and for the bidder if it is a DBE Contractor.
- (5) As required by 49 CFR 26.11, each proposer, as a part of its proposal, shall submit a completed Bidders List Form for itself and for each subcontractor or vendor it solicited as part of this proposal.

**A proposer which does not submit the five forms listed above may be found to be non-responsive.**

## 2. Submittals during Contract Negotiations

The selected proposer(s), as a condition of responsiveness, shall submit to MDT prior to contract award the documents and information set out in subparagraphs III.C.2.a. and III.C.2.b. herein.

- a. Evidence of insurability of all listed DBE Contractors as required by the contract documents and by law and regulations, if applicable.
- b. Good Faith Effort.

(1) When MDT establishes a DBE goal on a DOT-assisted contract, it requires a bidder, as a condition of responsiveness, to make good faith efforts to meet the goal. The bidder can meet this requirement in either of two ways.

(a) The bidder can meet the goal, documenting commitments for participation by DBE firms sufficient for this purpose. The SCHEDULES FOR PARTICIPATION and the LETTERS OF INTENT can be used for this purpose.

(b) If the bidder does not meet the DBE goal, it can document adequate good faith efforts. This means that the bidder must show that it took all necessary and reasonable steps to achieve a DBE goal which, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if they were not fully successful. The SCHEDULES FOR PARTICIPATION, the LETTERS OF INTENT, and the CONTRACTOR UNAVAILABILITY forms may be used as part of this documentation. Information sufficient to satisfy MDC that the bidder has made good faith effort must be submitted to the Clerk of the Board, located on the 17<sup>th</sup> Floor of the SPCC Building, 111 NW 1<sup>st</sup> St., Miami, FL 33128 by 4:30 p.m. on the second business day following the opening of bids.

(2) In any situation in which MDT has established a contract goal, MDT will use the good faith efforts mechanism spelled out in 49 CFR Part 26, Appendix A. MDT will make a fair and reasonable judgment whether a bidder that did not meet the goal made adequate good faith efforts. MDT will consider the quality, quantity and intensity of the different kinds of efforts that the bidder has made. The efforts employed by the bidder should be those that one could reasonably expect a bidder to take if the bidder were actively and aggressively trying to obtain DBE participation sufficient to meet the DBE Contract Goal. Mere pro forma efforts are not good faith efforts to meet the DBE contract requirements. MDT emphasizes that the determination concerning the sufficiency of the bidder's good faith efforts is a judgment call: meeting quantitative formulas is not required.

(3) MDT does not require that a bidder meet a contract goal (i.e., obtain a specified amount of DBE participation) in order to be awarded a contract, providing the bidder makes an adequate good faith efforts showing. MDT will give fair and serious consideration to bona fide good faith efforts.

(4) The following is a list of types of actions which the bidder should consider as part of the its good faith efforts to obtain DBE

participation. The list is not intended to be a mandatory checklist, nor is it intended to be exclusive or exhaustive. Other factors or types of efforts may be relevant in appropriate cases.

(a) Soliciting through all reasonable and available means (e.g., attendance at pre-bid meetings, advertising and/or written notices) the interest of all certified DBEs who have the capability to perform the work of the contract. The bidder must solicit this interest within sufficient time to allow the DBEs to respond to the solicitation. The bidder must determine with certainty if the DBEs are interested by taking appropriate steps to follow up initial solicitations.

(b) Selecting portions of the work to be performed by DBEs in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate DBE participation, even when the prime contractor might otherwise prefer to perform these work items with its own forces.

(c) Providing interested DBEs with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation.

(d) (i) Negotiating in good faith with interested DBEs. It is the bidders responsibility to make a portion of the work available to DBE subcontractors and suppliers and to select those portions of the work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation. Evidence of such negotiation includes the names addresses, and telephone numbers of DBEs that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for DBEs to perform the work.

(ii) A bidder using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBEs is not in itself sufficient reason for a bidder's failure to meet the contract DBE goal,

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as long as such costs are reasonable. Also, the ability or desire of a prime contractor to perform the work of a contract with its own organization does not relieve the bidder of the responsibility to make good faith efforts. Prime contractors are not, however, required to accept higher quotes from DBEs if the price difference is excessive or unreasonable.

(e) Not rejecting DBEs as being unqualified without sound reasons based on a thorough investigation of their capabilities. The contractor's standing within its industry, membership in specific groups, organizations, or associations and political or social affiliations (for example, union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids in the contractor's efforts to meet the project goal.

(f) Making efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance as required by the recipient or contractor.

(g) Making efforts to assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance or services.

(h) Effectively using the services of available minority/women community organizations; minority/women contractors' groups; local, state, and federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBEs.

(5) In determining whether a bidder has made good faith efforts, MDT may take into account the performance of other bidders in meeting the Contract goal. For example, when the apparent successful bidder fails to meet the contract goal, but other bidders meet it, MDT may reasonably raise the question of whether, with additional reasonable efforts, the apparent successful bidder could have met the goal. If the apparent successful bidder fails to meet the goal, but meets or exceeds the average DBE participation obtained by other bidders, MDT may view this, in conjunction with other factors, as evidence of the apparent successful bidder having made good faith efforts.

(6) Good Faith Efforts (Invitation for Bid/Request for Proposal). Good faith efforts, under the Invitation for Bid (IFB) method of procurement, to be considered must have been carried out prior to bid opening. Under a Request for Proposal (RFP) or similar method, good faith efforts must have been accomplished prior to

receipt of best and final offers. MDC may request any other information as may be required to determine the listed DBE contractor's qualification.

(7) Agreements between a bidder and a DBE Contractor in which the DBE Contractor promises not to provide subcontracting quotations to other bidders are prohibited. The listing of a DBE Contractor by a bidder on its Schedule shall constitute a representation by the bidder that such DBE Contractor is Qualified and Not Unavailable, and a commitment by the bidder that if it is awarded the contract, it will enter into a subcontract with such minority contractor for the portion of the work and at the price set forth in its submittal subject to the terms of this Provision.

3. Selection Criteria to Ensure that Prime Contracts Are Awarded to Bidders that Meet the DBE Goal or Demonstrate Good Faith Efforts to Meet the DBE Goal.

a. If any one bidder meets or exceeds the Contract Goal, MDT may take into consideration whether bidders who failed to meet the Goal failed to exert sufficient reasonable efforts to meet the Goal and are, therefore, ineligible to be awarded the contract.

b. MDC reserves the right to award the Contract to a bidder prior to making a final determination as to the DBE status or qualification of a firm listed on the bidder's Schedule. If the DBE status of a firm listed on the bidder's Schedule is disapproved after contract award, the bidder shall remain bound by procedures under Section III.D.

4. DBE Participation shall be counted toward meeting the DBE Goal as follows:

a. Once a firm is determined by MDC to be an eligible DBE, the dollar value of the work performed by the DBE is counted toward the DBE Goal, except as limited by paragraph III.C.2.c.(2) through III.C.2.c.(4). (49 CFR 26.55(a)).

b. MDC shall count toward the DBE Goal a portion of the total dollar value of a contract with a joint venture equal to the percentage of the ownership and control of the DBE partner(s) in the joint venture. (26.55(b))

c. MDC shall count toward the DBE Goal only expenditures to DBEs that perform a commercially useful function in the work of a contract. (26.55(c))

(1) A DBE is considered to perform a commercially useful function when it is responsible for execution of a distinct element of the work of a contract and carrying out its responsibilities by actually performing and supervising the work involved. To determine whether a DBE is performing a commercially useful function, the

bidder shall evaluate the amount of work subcontracted, industry practices, and other relevant factors.

(2) Consistent with normal industry practices, a DBE may enter into subcontracts. If a DBE Contractor subcontracts a significantly greater portion of the work of the contract than would be expected on the basis of normal industry practices, the DBE shall be presumed not to be performing a commercially useful function.

d. MDC shall count toward DBE goals expenditures for materials and supplies obtained from DBE suppliers and manufacturers, provided that the DBEs assume the actual and contractual responsibility for the provisions of the materials and supplies.

(1) MDC shall count toward DBE goals the entire expenditure to a DBE manufacturer (i.e., a supplier that produces goods from raw materials or substantially alters them before resale).

(2) MDC shall count toward DBE goals 60 percent of the expenditures to DBE suppliers that are not manufacturers provided that the DBE supplier performs a commercially useful function in the supply process.

#### 5. Determination of Compliance

The total price for work to be performed by DBE contractors as indicated in the Bidder's Schedule of Participation by DBE Contractors is required to be sufficient to fulfill the stated goal, unless the Bidder shall demonstrate adequate good faith efforts as provided in III.C.2.c.

#### 6. Award of Contract

**MDC shall not award a contract to any Bidder which it determines fails to comply with the applicable requirements of these provisions.** Nothing herein shall relieve any Bidder or any Contractor performing any work under the Contract from any of the terms, conditions or requirements of the Contract or modify the Owner's rights as reserved in the Contract Documents.

#### 7. Procedures for Determination of Compliance

The selected proposer shall cooperate with the MDT DBE and Contract Compliance Supervisor during the determination of compliance process as described below.

##### a. Investigation and Recommendation by Compliance Monitor.

In the event that the Bidder has not met the stated goals, and has submitted the good faith efforts extended by the Bidder to meet the stated goal, the Compliance Monitor may require that the Bidder meet

with the Compliance Monitor at the Miami Dade Transit Agency, 111 N. W. First Street, Suite 910, Miami, FL 33128, phone 305/375-1962, or such other place as the Compliance Monitor may designate.

The purpose of this meeting shall be for the Compliance Monitor to consider whether to recommend that the bidder's proposal be determined to be in compliance with the requirements of this Provision or to recommend award not be made to the bidder. At this meeting the bidder have an opportunity to present information and arguments pertinent to its compliance with the applicable requirements. Upon request of the Compliance Monitor, the bidder shall produce in writing at this meeting the information required in III.C.2.c, including the following::

- (1) A detailed statement of the efforts made to contact and negotiate with DBE Contractors, including:
  - (a) the names, addresses and telephone numbers of DBE Contractors who were contacted;
  - (b) a description of the information provided to DBE Contractors regarding the plans and specifications for portions of the work to be performed; and
  - (c) a detailed statement of the reasons why additional prospective agreements with DBE Contractors, if needed to meet the stated goal, were not reached;
- (2) A detailed statement of the efforts made to select portions of the work proposed to be performed by DBE Contractors in order to increase the likelihood of achieving the stated goal;
- (3) As to each DBE Contractor contacted but which the bidder considered to be not qualified, a detailed statement of the reasons for the bidder's conclusion;
- (4) As to each DBE Contractor contacted but which the bidder considered to be unavailable, either
  - (a) a written statement from the DBE Contractor that it is unavailable, or
  - (b) a statement from the bidder that the DBE Contractor refused to give such written certification after reasonable request, and a detailed statement from the bidder of the reasons for the bidder's conclusion that the DBE Contractor was unavailable (the DBE Contractor Unavailability Statement may be used for this purpose where appropriate);

- (5) Attendance at a pre-bid meeting, if any, scheduled by the bidder to inform DBEs of subcontracting opportunities under a given solicitation;
- (6) Advertisements in general circulation media, trade association publications, and minority-focus media for at least 20 days before bids or proposals are due concerning subcontracting opportunities (if the interval between MDC advertising is so short that 20 days are not available, then publication for a shorter reasonable time is acceptable).
- (7) Efforts made to assist the DBEs contacted that needed assistance in obtaining bonding or insurance required by the bidder or MDC; and
- (8) Written notification to DBEs that their interest in the contract is solicited.

The Compliance Monitor may require the bidder to produce such additional information as the Compliance Monitor deems appropriate and may obtain whatever other and further information from whatever other sources he deems appropriate.

Not later than fifteen (15) days after given notice of his initial meeting with the bidder, the Compliance Monitor shall make a written recommendation to the Contracting Officer which shall include a statement of the facts and reasons upon which it is based.

b. Determination by MDC.

Following receipt of the Compliance Monitor's recommendation, the Contracting Officer shall send to the bidder a Notice of Opportunity to meet with the Contracting Officer, enclosing a copy of the Compliance Monitor's recommendation. Such Notice shall indicate the date, time and place at which the bidder may, if it so requests in writing, meet with the Contracting Officer and have an opportunity to present pertinent arguments and information relating to the recommendation by the Compliance Monitor regarding the bidder's compliance with this Provision. The Contracting Officer may request such further information from the bidder as it deems appropriate, and may rely upon any factual conclusion reported by the Compliance Monitor which is not contradicted by the bidder. The Contracting Officer may also conduct informal conferences, to which the bidder shall be invited, in which other parties invited by the Contracting Officer may offer information relevant to the issues on which its recommendation to the Board of County Commissioners will be based.

As soon as practicable, the Contracting Officer shall make a determination, in writing and setting forth the facts and reasons upon



which it is based, whether the bid of such bidder complies with the requirements of this Provision or recommending to the Board that the Contract not be awarded to the bidder. A copy of such determination shall be sent to the bidder. Such determination shall not affect the power of the Board of County Commissioners to reject the bidder's proposal for any other reason or to take action on the recommendation of the Contracting Officer it deems appropriate.

c. Consideration of Other Bids.

If MDC deems it advisable in the interests of expediting the award of the Contract, the procedures set forth in this Section III.C. may be carried out with respect to the bids of one or more additional bidders at the same or different times with each such proceeding to be separately conducted.

d. Failure of bidder to Participate.

The bidder will be bound by proceedings under this Provision to which it has been given required notice without regard to its participation or lack of participation in them. Its lack of participation, upon receiving notices and requests pursuant to this Provision, shall not be grounds for reconsideration of any actions taken in the procedure.

8. Substitution of DBE Contractors for those Listed in the Schedule for Participation

A bidder may change information required by this provision from that provided in its Schedule of Participation of DBE Contractor only when directed to do so by the Contracting Officer. The Contracting Officer may make such a direction if it determines in the course of any proceeding conducted pursuant to Section III.C.3., that

a. Although listed by a bidder in good faith, a Contractor appearing on the bidder's Schedule is not a DBE Contractor, is not qualified or is unavailable and that

b. If the work scheduled to be performed by said Contractor or its equivalent is not performed by a DBE Contractor, the bidder will not achieve the level of participation listed on its Schedule.

Upon receiving such a direction, the bidder shall make every reasonable effort to replace a contractor listed in its Schedule with a qualified DBE Contractor to perform, for not less than the lesser of the same price or the price necessary to achieve the level of participation listed in its Schedule, the same work or other work not appearing on the Schedule included with its bid or proposal submission. For the purpose of determining the bidder's compliance with this Provision, the revised list of DBE Contractors shall be considered. However, a failure by a bidder to make the efforts required by the preceding paragraph prior to Contract award shall be grounds for a determination by the Board of County

Commissioners that the contract not be awarded to the bidder. If a bidder is awarded the Contract and it fails to make such efforts upon notice by MDC, MDC shall subject the bidder to sanctions as provided in Section III.D.4.

D. REQUIREMENTS AND PROCEDURES SUBSEQUENT TO CONTRACT AWARD

1. Proposal, Execution, and Compliance with Subcontracts

a. The successful bidder/contractor shall enter into subcontracts corresponding in all respects to the proposed agreements listed on the contractor's Schedule for Participation by DBE Contractors included in its bid or proposal with substitutions authorized under this Provision. The contractor shall enter into each such subcontract and shall thereafter neither terminate any such subcontract nor reduce the scope of the work to be performed by, or decrease the price to be paid to, the DBE Contractor thereunder without in each instance receiving the prior written approval of the Contracting Officer.

b. MDC retains the right to approve or disapprove any subcontract with a DBE Contractor proposed under this Provision for the same reasons and in the same manner that MDC may approve or disapprove any other subcontract proposed to it. If MDC disapproves a subcontract required to be proposed under this Provision for reasons relating to its form, the contractor shall propose for approval another subcontract with the same DBE Contractor, for the same work and at the same price, in a form acceptable to MDC. If MDC disapproves a subcontract required to be proposed under this Provision for any other reason, the contractor shall be excused from proposing that subcontract and shall be subject to the provisions of Section III.D.2 below.

2. Substitution of Subcontractors

a. Excuse from Entering Subcontracts.

If prior to execution of a subcontract required by this Provision, the contractor submits a written request to the Contracting Officer and demonstrates to the satisfaction of the Contracting Officer that, as a result of a change in circumstances beyond its control of which it was not aware and could not reasonably have been aware until subsequent to the date of award of the Contract, a DBE Contractor which is to enter into such subcontract has become not Qualified, or that the DBE Contractor has unreasonably refused to execute the subcontract, the contractor shall be excused from executing such subcontract.

b. Rightful Termination of Subcontracts.

If, after execution of a subcontract required by this Provision, the contractor submits a written request to the Contracting Officer and demonstrates to the satisfaction of the Contracting Officer that, as a

result of a change in circumstances beyond its control of which it was not aware and could not reasonably have been aware until subsequent to the date of execution of such subcontract, a DBE Contractor which entered into such subcontract has become not Qualified or has committed and failed to remedy a material breach of the subcontract, the contractor shall be entitled to exercise such rights as may be available to it to terminate the subcontract.

c. Determination of Excuse of Rightful Termination.

If the contractor at any time submits a written request to the Contracting Officer under the provisions of either Section III.D.1. or Section III.D.2., the Contracting Officer, as soon as practicable, shall determine whether the contractor has made the requisite demonstration, and shall not determine that such a demonstration has not been made without first providing the contractor upon notice, an opportunity to present pertinent information and arguments.

d. Alternative Subcontracts.

If the contractor is excused from proposing a subcontract under Section III.D.1. or from executing a subcontract under Section III.D.2.a., or rightfully terminates a subcontract under Section III.D.2.b. and without such subcontract the contractor will not achieve the stated level of DBE participation on which the contract was awarded, the contractor shall make every reasonable effort to propose and enter into an alternative subcontract or subcontracts for the same work to be performed by another Qualified DBE Contractor or Contractors for a contract price or prices totaling not less than the contract price under the excused or terminated subcontract, less all amounts previously paid thereunder. The contractor shall be deemed to satisfy the requirements of this Section III.D.2.d. if:

(1) It shall propose and enter each such alternative subcontract for the same work; or

(2) It demonstrates to the satisfaction of the Contracting Officer that it has made every reasonable effort to contact and negotiate with DBE Contractors in an attempt to subcontract such work, but that it was unable to subcontract the work because DBE Contractors were

(a) Not Qualified;

(b) Unavailable; or

(c) Although Qualified and not Unavailable, unwilling or unable to propose a price for such work equal to or less than the greater of the price originally scheduled for such

work (less all amounts previously paid therefor), or the price stated in another bona fide proposal, of which such DBE Contractors had knowledge, submitted by another contractor to which the contractor proposes to subcontract such work; or

(3) It shall propose and enter into subcontracts with another qualified DBE Contractor or Contractors, for prices totaling the price originally scheduled for such work (less all amounts previously paid therefor) for the performance of other work not included in its Schedule as it may be modified according to this Provision.

In any situation covered by this Section III.D.2., the Compliance Monitor shall promptly meet with the contractor and provide it an opportunity to demonstrate compliance with these requirements. The Compliance Monitor shall, as promptly as practicable, recommend to the Contracting Officer whether the contractor should be determined to be in compliance with these requirements.

The Compliance Monitor may require the contractor to produce such information as the Compliance Monitor deems appropriate and may obtain whatever other and further information from whatever sources the Compliance Monitor deems appropriate. A copy of the Compliance Monitor's recommendation shall be promptly hand delivered or sent by registered mail to the contractor. The Compliance Monitor shall not make his recommendation under this paragraph without giving the contractor notice and an opportunity to present pertinent information and arguments. MDC will consider objections to the Compliance Monitor's recommendation only if such written objections are received by the Contracting Officer within five (5) calendar days from the contractor's receipt of the Compliance Monitor's recommendation. The Contracting Officer with or without a hearing, as he in his discretion may determine, will reply to the contractor's written objection within ten (10) working days of receipt of these objections.

### 3. Continued Compliance

MDC shall monitor the compliance of the contractor with the requirements of this Provision during the course of the work to be performed under the Contract. The contractor shall permit MDC to have access to the job site and to necessary records, and to examine such information as appropriate for the purpose of investigating and determining compliance with this Provision, including, but not limited to, manning tables, records of expenditures, change orders, observations at the job site, and contracts between the contractor and other parties entered into during the life of the Contract.

### 4. Sanctions for Violations

If at any time MDC has reason to believe that the contractor is in violation of its obligations under this Provision, or has otherwise failed to comply with this Provision, MDC may, in addition to pursuing any other available legal remedy, commence proceedings to impose sanctions on the contractor. Such sanctions may include, but are not limited to, one or more of the following:

- a. The suspension of any payment or part thereof due the contractor until such time as the issues concerning the contractor's compliance are resolved;
- b. The termination or cancellation of the Contract in whole or in part unless the contractor is able to demonstrate within a reasonable time its compliance with the terms of this Provision; and
- c. The denial to the contractor of the right to participate in any further contracts awarded by MDC for a period of not longer than three (3) years. No such sanction shall be imposed by MDC upon the contractor except pursuant to a hearing conducted by the Contracting Officer.

5. Prime Contractor DBE Reporting Requirements.

The prime Contractor shall submit reports periodically on the participation by DBE firms in the project.

- a. Quarterly reports from DBE subcontractors.

The prime contractor shall secure a report quarterly from each DBE subcontractor working on the project, using the attached Quarterly Progress Report form or a similar form. The reports from the DBE subcontractor shall specify the amounts of money that have been received by the DBE contractor from the prime contractor during the quarter the report covers. Authorized representatives of each DBE firm shall sign the report(s), verifying the participation of the DBE firm in the contract work and receipt of the monies listed.

- b. Quarterly report from the prime contractor.

The prime contractor shall report subcontracting and purchasing activities with DBE firms quarterly using the attached Quarterly Progress Report form or a similar form. The report forms signed by each DBE subcontractor firm shall be attached to the prime contractors Quarterly Report. The completed Report with attachments shall be submitted to the Contracting Officer on or before the tenth working day following the end of the month the report covers.

6. Prompt Payment.

MDT will pay small businesses, including DBEs, and prime contractors will pay subcontractors, including DBES, for satisfactory performance of their

contracts no later than 30 days after a proper invoice has been received. The prime contractor will return retainage payments to the subcontractor, including DBEs, within 30 days of the subcontractor's satisfactory completion of work. The prompt payment ordinance and MDT contracting procedures provide for appropriate penalties for failure to comply with the terms and conditions of MDT contracts. Any delay or postponement of payment among or between the parties may take place only for good cause and with MDT's prior written approval. (49 CFR 26; 13 CFR 121; Florida Law, Chapter 218, Part VII, Prompt Payment Act; Miami Dade County Prompt Payment Ordinance No. 94-40)

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APPENDIX OF FORMS

Certification of Assurance Form

Certification of Assurance Form (Alternate)

Prime and Subcontractors Information Form

Schedule for Participation by DBE Subcontractors

DBE Subcontractors Letter of Intent

DBE Contractor Identification Statement

DBE Contractor Unavailability Certification

Notice of Opportunity to Meet with the Contracting Officer

Subcontractors Quarterly Progress Report

Disclosure Affidavit ("Certification Application")

(May be made available separately)

DBE Directory, Department of Business Development

(May be made available separately)

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MIAMI-DADE COUNTY

MIAMI-DADE TRANSIT

NOTICE TO PROFESSIONAL CONSULTANTS

NORTH CORRIDOR EXTENSION PRELIMINARY ENGINEERING

CERTIFICATION OF ASSURANCE FORM

The proposer, (Name of Company) \_\_\_\_\_, hereby gives assurance of meeting the Disadvantaged Business Enterprise goal of \_\_\_\_\_ (\_\_\_\_%) by utilizing DBE firms in the area(s) of:

1. Professional Services \_\_\_\_\_ percent  
(Engineering, legal, accounting, etc.)

2. Construction \_\_\_\_\_ percent  
(Site preparation, concrete work, electrical, etc.)

3. Procurement Services \_\_\_\_\_ percent  
(Purchase of materials, supplies, equipment, etc.)

(Items 1, 2, and 3 must add up to the above total goal percentage.)

The DBE goal will be achieved by certification of the prime contractor as a DBE; by establishment of a relationship of Association with DBE firms; by utilization of vendors and suppliers of goods and services; by subcontracting; or by joint venture arrangements in conformity with the requirements, terms and conditions of the "Disadvantaged Business Enterprise Contractor Participation provision."

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of Proposer (Typed or printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



MIAMI-DADE COUNTY

MIAMI-DADE TRANSIT

NOTICE TO PROFESSIONAL CONSULTANTS

NORTH CORRIDOR EXTENSION PRELIMINARY ENGINEERING

CERTIFICATION OF ASSURANCE FORM (ALTERNATE)

The proposer, (Name of Company) \_\_\_\_\_, hereby gives assurance of meeting the Disadvantaged Business Enterprise goal of \_\_\_\_\_ percent (\_\_\_\_%) by utilizing DBE firms in the area(s) of:

1. Professional Services \_\_\_\_\_ percent  
(Engineering, legal, accounting, etc.)
2. Construction \_\_\_\_\_ percent  
(Site preparation, concrete work, electrical, etc.)
3. Procurement Services \_\_\_\_\_ percent  
(Purchase of materials, supplies, equipment, etc.)

(Items 1, 2, and 3 must add up to the above total goal percentage.)

The DBE goal will be achieved by certification of the prime contractor as a DBE; by establishment of a relationship of Association with DBE firms; by utilization of vendors and suppliers of goods and services; by subcontracting; or by joint venture arrangements in conformity with the requirements, terms and conditions of the "Disadvantaged Business Enterprise Contractor Participation provision."

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of Proposer (Typed or printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**MIAMI-DADE TRANSIT  
SCHEDULE FOR PARTICIPATION**

**Instructions:** Prime, You must complete this form for each DBE that will be participating in your project or you listed in your bid submittal. Where an item does not apply, enter NA in blank.

**DBE INFORMATION:**

1. DBE Name \_\_\_\_\_
2. DBE Address \_\_\_\_\_  
\_\_\_\_\_
3. DBE Type: Women \_\_\_\_\_ Men \_\_\_\_\_
- DBE Ethnicity: Black \_\_\_\_\_ Hispanic \_\_\_\_\_ White \_\_\_\_\_ Other(specify) \_\_\_\_\_

4. Past and Present DBE Certifications (Excluding Miami-Dade County):

Certified By	Expiration Date
_____	_____
_____	_____
_____	_____

**PROJECT INFORMATION:**

5. Project Name: \_\_\_\_\_ Bid/Project No. \_\_\_\_\_

**ASSIGNMENTS TO DBE:**

6. General type of work to be performed by DBE:  
\_\_\_\_\_

7. Percentage of total Bid/Proposal Amount Committed to DBE: \_\_\_\_\_%

8. Scope of work to be performed (specific description by Bid Item):

If part or all work assigned to DBE is outlined in the bid specifications, specify only the portion of work being assigned with its item number in the space below below:

Description	Bid Item	Agreed Percentage
_____	_____	_____%
_____	_____	_____%

STATEMENT FOR LOAN GUARANTEES AND LOAN INSURANCE

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

SUBSCRIBED AND SWORN TO (or affirmed) before me on \_\_\_\_\_

(Date)

by \_\_\_\_\_. He / She is personally known to me  
(Affiant)

or has presented \_\_\_\_\_ as identification.  
(Type of Identification)

\_\_\_\_\_  
(Signature of Notary)

\_\_\_\_\_  
(Serial Number)

\_\_\_\_\_  
(Print or Stamp Name of Notary)

\_\_\_\_\_  
(Expiration Date)

Notary Public \_\_\_\_\_  
(State)

Notary Seal

The Consultant, \_\_\_\_\_, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Consultant understands and agrees that the provisions of 31 U.S.C. 3801 et seq. apply to this certification and disclosure, if any.

\_\_\_\_\_  
Signature of  
Consultant's Authorized Official

\_\_\_\_\_  
Name and Title of  
Consultant's Authorized Official

\_\_\_\_\_  
Date

## LOBBYING CERTIFICATION

Certification for Contracts, Grants, Loans and Cooperative Agreements

(To be submitted with each bid or offer exceeding \$100,000)

The Consultant certifies, to the best of its knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an Federal department or agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal Grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed Reg 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P. L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352, (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(C)(1)-(2) (A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

(5) Only those services expressly authorized by paragraph B.2.(d) of this section are allowable under paragraph B.2.(d).

C. Disclosure

1. Each person who request or receives from an agency a Federal contract shall file with that agency a certification, set forth in this Exhibit 4, that the person has not made, and will not make, any payment prohibited by paragraph B. of this clause.
2. Each person who requests or receives from an agency a Federal contract shall file with that agency a disclosure form, Standard Form-LLL, "Disclosure of Lobbying Activities," if such person has made or has agreed to make any payment using unappropriated funds (to include profits from any covered Federal action), which would be prohibited under paragraph B. of this clause if paid for with appropriated funds.
3. Each person shall file a disclosure form at the end of each calendar quarter in which there occurs any event that requires disclosure or that materially affects the accuracy of the information contained in any disclosure form previously filed by such person under paragraph C.2. of this section. An event that materially affects the accuracy of the information reported includes:
  - (a) A cumulative increase of \$25,000 or more in the amount paid or expected to be paid for influencing or attempting to influence a covered Federal action; or
  - (b) A change in the person(s) or individual(s) influencing or attempting to influence a covered Federal action; or,
  - (c) A change in the officer(s) employee(s), or member(s) contacted to influence or attempt to influence a covered Federal action.
4. Any person who requests or receives from a person referred to in paragraph C.1. of this section a subcontract exceeding \$100,000 at any tier under a Federal contract shall file a certification, and a disclosure form, if required, to the next tier above.

No reporting is required with respect to payments of reasonable compensation made to regularly employee officers or employees of a person.

(d) Professional and technical services by other than Own Employees.

- (1) The prohibition on the use of appropriated funds, in paragraph B.1. of this section, does not apply in the case of any reasonable payment to a person, other than an officer or employee of a person requesting or receiving a covered Federal action, if the payment is for professional or technical services rendered directly in the preparation, submission, or negotiation of any bid, proposal, or application for that Federal contract or for meeting requirements imposed by or pursuant to law as a condition for receiving that Federal contract.
- (2) For purposes of paragraph B.2 (d) (1) of this section, "professional and technical services" shall be limited to advice and analysis directly applying any professional or technical discipline. For example, drafting of a legal document accompanying a bid or proposal by a lawyer is allowable. Similarly, technical advice provided by an engineer on the performance or operational capability of a piece of equipment rendered directly in the negotiation of a contract is allowable. However, communications with the intent to influence made by a professional (such as a licensed lawyer) or a technical person (such as license accountant) are not allowable under this section unless they provide advice and analysis directly applying their professional technical expertise and unless the advice or analysis is rendered directly and solely in the preparation, submission or negotiation of a covered Federal action. Thus, for example, communications with the intent to influence made by a lawyer that do not provide legal advice or analysis directly and solely related to the legal aspects of this or her client's proposal, but generally advocate one proposal over another are not allowable under this section because the lawyer is not providing professional legal services. Similarly, communications with the intent to influence made by an engineer providing an engineering analysis prior to the preparation or submission of a bid or proposal are not allowable under this section since the engineer is providing technical services but not directly in the preparation, submission or negotiation of a covered Federal action.
- (3) Requirements imposed by or pursuant to law as condition for receiving covered Federal award include those required by law or regulation, or reasonably expect to be required by law or regulation; and any other requirements in the actual award documents.
- (4) Persons other than officers or employees of a person requesting or receiving a covered Federal action include Consultants and trade association.

(b) Professional and technical services by own employees.

- (1) The prohibition on the use of appropriated funds, in paragraph B.1. of this section, does not apply in the case of a payment of reasonable compensation made to an officer or employee of a person requesting or receiving a Federal contract or an extension, continuation, renewal, amendment, or modification of a Federal contract if payment is for professional or technical services rendered directly in the preparation, submission, or negotiation of any bid, proposal, or application for that Federal contract or for meeting requirement imposed by or pursuant to law as a condition for receiving that Federal contract.
- (2) For purposes of paragraph B.2. (b)(1) of this section, "professional and technical services" shall be limited to advice and analysis directly applying any professional or technical discipline. For example, drafting of a legal document accompanying a bid or proposal by a lawyer is allowable. Similarly, technical advice provided by an engineer on the performance or operational capability of a piece of equipment rendered directly in the negotiation of a contract is allowable. However, communications with the intent to influence made by professional (such as a licensed lawyer) or a technical person (such as a license accountant) are not allowable under this section unless they provide advice and analysis directly applying their professional or technical expertise and unless the advice or analysis is rendered directly and solely in the preparation, submission or negotiation of a covered Federal action. Thus, for example, communications with the intent to influence made by a lawyer that do not provide legal advice or analysis directly and solely related to the legal aspects of his or her client's proposal, but generally advocate one proposal over another are not allowable under this section because the lawyer is not providing professional legal services. Similarly, communication with the intent to influence made by an engineer providing an engineering analysis prior to the preparation or submission of a bid or proposal are not allowable under this section since the engineer is providing technical services but not directly in the preparation, submission or negotiation of a covered Federal action.
- (3) Requirements imposed by or pursuant to law as a condition for receiving a covered Federal award include those required by law or regulation, or reasonably expected to be required by law or regulation, and any other requirements in the actual award documents.
- (4) Only those services expressly authorized by paragraph B.2.(b) of this section are allowable under paragraph B.2.(b).

(c) Reporting for Own Employees



the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. The prohibition does not apply as follows:

(a) Agency and legislative liaison by own employees.

- (1) The prohibition on the use of appropriated funds, in paragraph B.1. of this section, does not apply in the case of a payment of reasonable compensation made to an officer or employee of a person requesting or receiving a Federal contract if the payment is for agency and legislative liaison activities not directly related to a covered Federal action.
- (2) For purposes of paragraph B.2. (a) (1) of this section, providing any information specifically requested by an agency or Congress is allowable at any time.
- (3) For purposes of paragraph B.2. (a) (1) of this section, the following agency and legislative liaison activities are allowable at any time only where they are not related to a specific solicitation for any covered Federal action:
  - A. Discussing with an agency (including individual demonstrations) the qualities and characteristics of the person's products or services, conditions or terms of sale, and service capabilities and,
  - B. Technical discussions and other activities regarding the application or adaptation of the person's products or services for an agency's use.
- (4) For purposes of paragraph B.2. (a) (1) of this section, the following agency and legislative liaison activities are allowable only where they are prior to formal solicitation of any covered Federal action:
  - A. Providing any information not specifically requested but necessary for an agency to make an informed decision about initiation of a covered Federal action:
  - B. Technical discussions regarding the preparation of an unsolicited proposal prior to its official submission; and,
  - C. Capability presentations by persons seeking awards from an agency pursuant to the provisions of the small Business Act, as amended by Public Law 95-507 and other subsequent amendments.
- (5) Only those activities expressly authorized by paragraph B.2.(a) of this section are allowable under paragraph B.2.(a).

- (c) A special Government employee as defined in section 202, title 18, U.S. Code; and,
  - (d) An individual who is a member of a Federal advisory committee, as defined by the Federal Advisory Committee Act, title 5, U.S. Code appendix 2.
- 
- 7. "Person" means an individual, corporation, company, association, authority, firm, partnership, society, State, and local government, regardless of whether such entity is operated for profit or not for profit. This term excludes an Indian tribe, tribal organization, or any other Indian organization with respect to expenditures specifically permitted by other Federal law.
  - 8. "Reasonable compensation" means, with respect to a regularly employed officer or employee of any person, compensation that is consistent with the normal compensation for such officer or employee for work that is not furnished to, not funded by, or not furnished in cooperation with the Federal Government.
  - 9. "Recipient" includes all Consultants and subConsultants at any tier in connection with a Federal contract. The term excludes an Indian tribe, tribal organization, or any other Indian organization with respect to expenditures specifically permitted by other Federal law.
  - 10. "Regularly employed" means, with respect to an officer or employee of a person requesting or receiving a Federal contract, an officer or employee who is employed by such person for at least 130 working days within one year immediately preceding the date of the submission that initiates agency consideration of such person for receipt of such contract. An officer or employees who is employed by such person for less than 130 working days within one year immediately preceding the date of the submission that initiates agency consideration of such person shall be considered to be regularly employed as soon as he or she is employed by such person for 130 working days.
  - 11. "State" means a State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, a territory or possession of the United States, an agency or instrumentality of a State, and a multi-State, regional, or interstate entity having governmental duties and powers.

B. Prohibition

- 1. Section 1352 of title 31, U.S. code provides in part that no appropriated funds may be expended by the recipient of a Federal contract, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and

## RESTRICTIONS ON LOBBYING

### A. Definitions. As used in this clause,

1. "Agency", as defined in 5 U.S.C. 552 (f), includes Federal executive departments and agencies as well as independent regulatory commissions and Government corporations, as defined in 31 U.S.C. 9101 (1).
2. "Covered Federal action" means any of the following Federal actions:
  - (a) The awarding on any Federal contract;
  - (b) The making of any Federal grant;
  - (c) The making of any Federal loan;
  - (d) The entering into of any cooperative agreement; and,
  - (e) The extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan of cooperative agreement.

Covered Federal action does not include receiving from an agency a commitment providing for the United States to insure or guarantee a loan.

3. "Indian tribe" and "tribal organization" have the meaning provided in section 4 of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450 B). Alaskan Natives are included under the definitions of Indian tribes in that Act.
4. "Influencing or attempting to influence" means making, with the intent to influence, any communication to or appearance before an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any covered Federal action.
5. "Local government" means a unit of government in a State and, if chartered, established, or otherwise recognized by a state for the performance of a governmental duty, including a local public authority, a special district, an intrastate district, a council of governments, a sponsor group representative organization, and any other instrumentality of a local government.
6. "Officer or employee of an agency" includes the following individuals who are employed by an agency:
  - (a) An individual who is appointed to a position in the Government under title 5, U.S. Code, including a position under a temporary appointment.
  - (b) A member of the uniformed services as defined in section 101 (3), title 37, U.S. Code;

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND  
VOLUNTARY EXCLUSION

(LOWER TIER COVERED TRANSACTION)

(To be submitted with a Bid or Offer equal to or exceeding the small purchase threshold for Federal assistance programs, currently \$100,000).

The prospective Lower Tier Participant certifies, by submission of this bid or proposal, that neither it nor its "principals" as defined at 49 C.F.R. 29.105(p) is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

If the prospective Lower Tier Participant is unable to certify to the statement above, it shall attach an explanation, and indicate it has done so, by placing an "X" in the following space \_\_\_\_\_.

THE BIDDER OR OFFEROR, \_\_\_\_\_, CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THIS CERTIFICATION AND EXPLANATION, IF ANY. IN ADDITION, THE LOWER-TIER BIDDER OR OFFEROR UNDERSTANDS AND AGREES THAT THE PROVISIONS OF 31 U.S.C. SECTIONS 3801 ET SEQ. APPLY TO THIS CERTIFICATION AND EXPLANATION, IF ANY.

\_\_\_\_\_  
Signature of  
Participant's Authorized Official

\_\_\_\_\_  
Name and Title of  
Participant's Authorized Official

\_\_\_\_\_  
Date

8. Nothing contained in the foregoing shall be construed to require establishment of system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under Paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to all remedies available to the Federal Government, MDC may pursue available remedies including suspension and/or debarment.

**“Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction”**

- (1) The prospective Lower Tier Participant certifies, by submission of this bid or proposal, that neither it nor its “principals” as defined at 49 C. F. R. 29.105(p) is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) If the prospective Lower Tier Participant is unable to certify to the statements in this certification, such prospective participant shall attach an explanation to this proposal.

EXHIBIT FED-DB1

## Certification Regarding Debarment, Suspension and Other Responsibility Matters

### Lower Tier Covered Transactions (Third Party Contracts equal to or over \$100,000)

#### Instructions for Certification

1. By signing and submitting this bid or proposal, the prospective lower tier participant is providing the signed certification set out in "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" in Exhibit FED-DB1.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, MDC may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to MDC if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "persons," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections or rules implementing Executive Order 12549 [49 CFR Part 29]. You may contact MDC for assistance in obtaining a copy of these regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized in writing by MDC.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," and the certification form, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List issued by U. S. General Service Administration.

MIAMI-DADE COUNTY

BUY AMERICA  
CERTIFICATE OF NON-COMPLIANCE

The Bidder hereby certifies that it cannot comply with the requirements of 49 U.S.C.5323 (j)(1), Section 165(a) of the Surface Transportation Assistance Act of 1982, as amended, but it may qualify for an exception to the requirements pursuant to Section 165(b)(2) or (b)(4) of the Surface Transportation Assistance Act of 1982 and regulations in 49 CFR 661.7.

Firm Name \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

MIAMI-DADE COUNTY

BUY AMERICA  
CERTIFICATE OF COMPLIANCE

The Bidder hereby certifies that it will comply with the requirements of 49 U.S.C.5323 (j)(1), Section 165(a) of the Surface Transportation Assistance Act of 1982, as amended, and the applicable regulations in 49 CFR part 661.

Firm Name \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_



Clean Air Act, Federal Water Pollution Control Act, Buy America Act and Americans with Disabilities Act (ADA) Requirements:

The Consultant agrees to comply with all applicable standards, orders, or requirements issued under section 306 of the clean air act (42 USC 1857 (h), section 508 of the clean water act (33 USC 1368), executive order 11738, and environmental protection agency regulations (40 CFR, part 15) which prohibit the use under nonexempt federal contracts, grants or loans, of facilities included on the EPA list for violating facilities. The Consultant shall report violations to FTA and to the USEPA assistant administrator for enforcement (EN0329). The Consultant hereby certifies that he will comply with the requirements of section 165 (a) of the surface transportation assistance act of 1982 and the regulations in 49 CFR 661. Each Consultant shall complete the "Buy America" certificate in attachment "C". The Consultant further certifies that he will comply with the requirements of the Americans with Disabilities Act.

Fly America Requirements:

The Consultant agrees to comply with 49 U.S.C. 40118 (the "Fly America" Act) in accordance with the General Services Administration's regulations at 41 CFR Part 301-10, which provide that recipients and subrecipients of Federal funds and their subConsultants are required to use U.S. Flag air carriers for U.S. Government-financed international air travel and transportation of their personal effects or property, to the extent such service is available, unless travel by foreign air carrier is a matter of necessity, as defined by the Fly America Act. The Consultant shall submit, if a foreign air carrier was used, an appropriate certification or memorandum adequately explaining why service by a U.S. flag air carrier was not available or why it was necessary to use a foreign air carrier and shall, in any event, provide a certificate of compliance with the Fly America requirements. The Consultant agrees to include the requirements of this section in all subcontracts that may involve international air transportation.

Protest Procedures

For all Architectural/Engineering Consultant Selections funded in whole or in part by the Federal Transit Administration (FTA) or where it has been determined by the MDT Director that FTA requirements apply, any proposer may submit a protest letter to the County Manager, 111 N.W. 1 Street, 29<sup>th</sup> Floor, Miami, Florida 33128, with a copy to the Clerk of the Board, within 10 business days of County Manager's filing authorization to negotiate. The decision of the County Manager shall be final and conclusive on these matters.

The Consultant further agrees to comply with the following Federal requirements:

Federal Requirements

- (1) Fly America Requirements
- (2) Buy America Requirements
- (3) Cargo Preference Requirements
- (4) Seismic Safety Requirements

- (5) Energy Conservation Requirements
- (6) Clean Water Requirements
- (7) Pre-Award and Post Delivery Audit Requirements
- (8) Lobbying
- (9) Access to Records and Reports
- (10) Federal Changes
- (11) Clean Air
- (12) Davis-Bacon Act
- (13) No Government Obligation to Third Parties
- (14) Program Fraud and False or Fraudulent Statements and Related Acts
- (15) Termination
- (16) Government-wide Debarment and Suspension (Non-procurement)
- (17) Privacy Act
- (18) Civil Rights Requirements
- (19) Breaches and Dispute Resolution
- (20) Disadvantaged Business Enterprises (DBE)
- (21) State and Local Law Disclaimer
- (22) Incorporation of Federal Transit Administration (FTA) Terms

For more information on the aforementioned federal requirements please visit the following website:

<http://www.fta.dot.gov/library/admin/BPPM/appA1.html>

#### Submittal of Federal Affidavits

The selected proposer(s), as a condition of award, shall submit to MDC, prior to negotiations, the following federal affidavits:

- Buy America Certificate
- Certification Regarding Debarment, Suspension and Other Responsibility Matters
- Lobbying Certification
- Statement for Loan Guarantees and Loan Insurance

work performed by a subConsultant is in compliance with the standards required by the Seismic Safety Regulations and the certification of compliance issued on the project.

#### Recycled Products/Recovered Materials

The Consultant agrees to comply with all the requirements of Section 6002 of the Resource Conservation and Recovery Act (RCRA), as amended (42 U.S.C. 6962), including but not limited to the regulatory provisions of 40 CFR Part 247, and Executive Order 12873, as they apply to the procurement of the items designated in Subpart B of 40 CFR Part 247.

#### Audit and Inspection of Records:

The Consultant agrees that MDC, the Comptroller General of the United States, or any of their duly authorized representatives, shall, for the purpose of audit and examination, be permitted to inspect all work, materials, payrolls, and other data and records with regard to the project, and to audit the books, records, and accounts with regard to the project. Further, Consultant agrees to maintain all required records for at least three years after MDC make final payments and all other pending matters are closed.

#### Cargo Preference:

The Consultant agrees:

- A. To utilize privately owned United States-flag commercial, vessels to ship at least 50 percent of the gross tonnage (computes separately for dry bulk carriers, dry cargo loners, and tankers) involved, whenever shipping any equipment, materials, or commodities pursuant to this section, to the extent such vessels are available at fair and resalable rates for United States flag commercial vessels.
- B. To furnish within 30 days following the date of loading for shipments originating within the United States, or within 30 working days following the date of loading for shipment originating outside the United States, a legible copy of a rated, "onboard" commercial ocean bill of lading in English for each shipment of cargo described in Paragraph 1 above to the Recipient (through the prime Consultant in the case of subConsultant bill of lading) to the Division of National Cargo, office of Market Development, Maritime Administration, 400 Seventh Street S.W., Washington D.C. 20590, marked with appropriate identification of the Project.
- C. To insert the substance of the provisions of this clause in all subcontracts issued pursuant to this Agreement.

#### Energy Conservation:

The Consultant shall recognize mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 USC Section 6321 et. seq.).

### Incorporation of Federal Transit Administration (FTA) Terms

The general contract provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the contract provisions. All contractual provisions required by DOT, as set forth in the latest version of FTA Circular 4220, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Consultant shall not perform any act, fail to perform any act, or refuse to comply with any MDC requests, which would cause MDC to be in violation of the FTA terms and conditions.

### Federal Changes

Consultant shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Agreement (Form FTA MA (2) dated October, 1995) between Purchaser (MDC) and FTA, as they may be amended or promulgated from time to time during the term of this contract. Consultant's failure to so comply shall constitute a contract. Consultant's failure to so comply shall constitute a material breach of this contract.

### Interest of Members of, or Delegates to, Congress:

No member of, or delegates to, the Congress of the United States shall be admitted to any share or part of this contract or to any benefit arising therefrom (41 U.S.C. 22).

### Conflict of Interest:

No employee, officer, or agent of MDC shall participate in the selection or in the award or administration of a contract if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- a. The employee, officer or agent;
- b. Any member of his immediate family, also including brothers and sisters;
- c. His or her partner; or
- d. An organization which employs, or is about to employ any of the above, has a financial or other interest in the firm selected for award.

MDC's officers, employees or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contracts, potential Consultants, or parties of subcontracts.

### Seismic Safety

The Consultant agrees that any new building or addition to an existing building will be designed and constructed in accordance with the standards for Seismic Safety required in Department of Transportation Seismic Safety Regulations 49 CFR Part 41 and will certify to compliance to the extent required by the regulation. The Consultant also agrees to ensure that all work performed under this contract also agrees to ensure that all work performed under this contract including

## FEDERAL REQUIREMENTS AND PROVISIONS

This Procurement is subject to a financial assistance contract between Miami-Dade County (MDC) and the U.S. Department of Transportation. By reason of such participation, the Bidder (the terms "Bidder", "Proposer" and "Consultant" are used interchangeably) is required to agree to the following provisions:

### No Government Obligation to Third Parties

The Purchaser (MDC) and Consultant acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the Purchaser, Consultant, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

The Consultant agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subConsultant who will be subject to its provisions.

### Program Fraud and False or Fraudulent Statements and Related Acts

The Consultant acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies", 49 C.F.R. Part 31, apply to its actions pertaining to this project. Upon execution of the underlying contract, the Consultant certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Consultant further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Consultant to the extent the Federal Government deems appropriate.

The Consultant also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. 5307, the Government reserves the right to impose the penalties of 18 U.S.C. 1001 and 49 U.S.C. 5307(n)(1) on the Consultant, to the extent the Federal Government deems appropriate.

The Consultant agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subConsultant who will be subject to the provisions.

# EXHIBIT B



MIAMI-DADE  
TRANSIT

## SUBCONTRACTORS QUARTERLY PROGRESS REPORT

PERIOD _____	CONTRACT NUMBER _____	NAME OF PROJECT _____
NAME OF CONTRACTOR _____		CONTRACT AMOUNT \$ _____
DBE GOAL _____ %	PAID TO PRIME CONTRACTOR TO-DATE _____	

DBE FIRMS	SEX	ETHNIC	TYPE OF WORK/SERVICE	QUARTER PAYMENT	PAYMENT TO DATE	CONTRACT AMOUNT

OTHER FIRMS	TYPE OF WORK/SERVICE	QUARTER PAYMENT

I certify that the above information is true and accurate to the best of my knowledge and understand that if I misrepresent or falsify such information, I may be subject to civil and or criminal prosecution under Section 1001 of Title 18 and title 211 of Title 11 of the United States Code.

Authorized Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

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MDT 05/2004

**MIAMI-DADE TRANSIT  
PRIME AND SUBCONTRACTORS INFORMATION FORM**

**INSTRUCTIONS:** This form must be completed and signed by an authorized representative from the prime and all subcontract bidders.

Bid Description: \_\_\_\_\_ Bid No. \_\_\_\_\_

DBE Goal? Yes \_\_\_\_\_ No \_\_\_\_\_, if yes, enter percentage \_\_\_\_\_

**BIDDER INFORMATION**

Firm Name \_\_\_\_\_ F.E.I.N.\* \_\_\_\_\_

Street \_\_\_\_\_ Suite No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Prime Bidder? Yes \_\_\_\_\_ No \_\_\_\_\_ If No, enter name of Prime \_\_\_\_\_

Year Founded \_\_\_\_\_ Annual Gross Receipts: Under \$500k \_\_\_\_\_ Over \$500k \_\_\_\_\_

Phone No. \_\_\_\_\_ FAX No. \_\_\_\_\_ Email \_\_\_\_\_

**SPECIALTY**

USE APPROPRIATE TWO-DIGITS SBA STANDARD INDUSTRIAL CLASSIFICATION CODE (SIC):

Construction: Building--SIC 15 \_\_\_ Heavy--SIC 16 \_\_\_ Specialty Trades--SIC 87 \_\_\_

Professional Services (Architectural, Engineering, Accounting, etc.) SIC 87 \_\_\_

Goods, Equipment and Non-professional Services \_\_\_\_\_

**MIAMI-DADE COUNTY CERTIFIED DBE:**

Certificate Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Ethnicity \_\_\_\_\_ Gender \_\_\_\_\_

**AFFIDAVIT**

I certify that I am an authorized representative of above named firm.

_____ Signature	_____ Name	_____ Title	_____ Date
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**For MDT Use Only:** Was the subject bid awarded to this bidder? Yes \_\_\_\_\_ No \_\_\_\_\_

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**MIAMI-DADE TRANSIT  
DBE CONTRACTOR UNAVAILABILITY CERTIFICATION**

NOTE: This form is to be used by Bidder/Proposer if not enough DBE firms can be located or contracted with to meet the DBE goal for the project.

**(This part to be completed by Prime/Bidder)**

I \_\_\_\_\_, \_\_\_\_\_ (Title)

of \_\_\_\_\_ certify that on \_\_\_\_\_  
(Prime/Bidder) (date)

I contacted the following DBE Contractor to obtain a bid for work items to be performed on Miami-Dade County Contract No. \_\_\_\_\_.

DBE Contractor	Work Items Sought	Form of bid sought (i.e. unit price, materials & Labor, labor only, etc.)
_____	_____	_____
_____	_____	_____

To the best of my knowledge and belief, said DBE Contractor was unavailable for work on this project, or unable to prepare a bid, for the following reason(s):

\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(This part to be completed by DBE Firm)**

I, \_\_\_\_\_, was offered an opportunity to bid on the above-identified (Name of DBE Contractor)  
the above-identified work on \_\_\_\_\_ by \_\_\_\_\_  
(date) (source)

The above statement is a true and accurate account of why I did not submit a bid on this project. (If not accurate, describe reason(s) below.)

\_\_\_\_\_  
\_\_\_\_\_

_____ (Print name of DBE contractor)	_____ (Signature of DBE Contractor)
_____ (Title)	_____ (Date)

**MIAMI-DADE TRANSIT**  
**NOTICE OF OPPORTUNITY TO MEET WITH THE CONTRACTING OFFICER**

NOTE: This form may be used by MDT if the bid or proposal does not meet the DBE requirements.

To: \_\_\_\_\_

Miami-Dade County (MDC) is engaged in determining whether the bid you submitted on MDC/MDT Contract No. \_\_\_\_\_ is in compliance with the requirements of the DBE Contractor Participation Provision of said Contract. Failure of your bid to comply with said requirements may result in a determination that the Contract not be awarded to you.

You are hereby notified that you may request a meeting with the Contracting Officer before such determination is made. If you wish to have such a meeting, the Contracting Officer must receive your request therefor no later than \_\_\_\_\_.

If you make such a timely request, the meeting will be held on \_\_\_\_\_ at \_\_\_\_\_ am/pm at \_\_\_\_\_.

Accompanying this notice you will find a recommendation made to the Contracting Officer by the Compliance Monitor pursuant to said Provision, and any comments or suggestions transmitted by him to the Contracting Officer therewith. That recommendation is not binding on MDC; therefore, in addition to those issues raised in the recommendation, every issue pertinent to MDC determination under the Requirements of the Provision may be raised at the meeting.

Your attention is drawn to the appropriate Section of said Provision setting forth the procedures that will be followed by MDC in reaching its determination, and specifying your rights in the upcoming meeting.

Any questions that you may have concerning this notice should be directed to DBE and Contract Compliance Supervisor, Office of Civil Rights and Labor Relations, Miami-Dade Transit, 111 N. W. First Street, Suite 910, Miami, Fla. 33128, telephone number (305)375-3634. Failure to request or to attend meeting without a reasonable prior excuse may result in a determination adverse to your interest.

MIAMI-DADE COUNTY, MIAMI-DADE TRANSIT

By \_\_\_\_\_  
Name Title

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**MIAMI-DADE TRANSIT  
DBE SUBCONTRACTOR LETTER OF INTENT**

We, DBE subcontractor, \_\_\_\_\_, intend to perform work on the project referenced below, for Prime Contractor, along with the description of the job to be performed and the percentage of total bid or proposal amount, also referenced below; we certify to hold a current and valid Miami-Dade County DBE certificate to perform work described below, and that our majority owner is of \_\_\_\_\_ gender and \_\_\_\_\_ ethnicity; we also certify that no part of the work subcontracted to us will be sublet, at any tier, to any firm, without prior written consent from Miami-Dade Transit, through the Prime Contractor; we further certify that we have received a true copy of the Affirmative Action Requirements from the Prime Contractor, with whom, we will enter into a formal agreement for work and price on project described below, immediately upon the execution of a contract between the Prime Contractor and Miami-Dade County for project referenced below.

Prime Contractor \_\_\_\_\_ Project Name \_\_\_\_\_

**DBE ASSIGNMENT:**

Item No.	Work to be performed	Percentage of Total Bid/proposal \$
_____	_____	_____ %
_____	_____	_____ %

Item/Work	Commencement Date (if known)	Projected End Date
_____	_____	_____
_____	_____	_____

\_\_\_\_\_ Title \_\_\_\_\_  
Print Name

\_\_\_\_\_ Date \_\_\_\_\_  
Authorized Signature

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**DBE SCHEDULE FOR PARTICIPATION (Page 2)**

9. If overall award to DBE is based on Unit Price, list for each subcontracted bid item:

Approximate Number of Units	Unit Price	Total Dollar Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

11. Assignment Projected Commencement date: \_\_\_\_\_ and Completion Date \_\_\_\_\_

**INSURANCE INFORMATION:**

12. Party responsible for Workmen's Compensation coverage of subcontracted portion:  
\_\_\_\_\_ Projected dollar amount of same: \$ \_\_\_\_\_.

13. Party responsible for Liability Insurance coverage: \_\_\_\_\_. Projected dollar amount for same: \$ \_\_\_\_\_.

The undersigned agrees to ensure that the Affirmative Action Requirements of this Contract are inserted in each subcontract and will require that all subcontractors include the same requirements in any of their lower tier contracts.

\_\_\_\_\_  
Signature of Official of Prime

\_\_\_\_\_  
Official's Name Printed or Typed      Date

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